

FTP Site Upload Information:

Using the TxDOT FTP Drop Box:

- 1) Go to <https://ftp.txdot.gov/dropbox/> in your Web browser.
- 2) Below the Authentication box is a sentence that may say: If you are not a Texas Department of Transportation user, go here. Click on the word 'here'.
- 3) Click Drop-Off.
- 4) Fill out Information about the Sender.
- 5) In Information about the Recipient, enter Name: Kirsti Harms and E-mail: TH-Ads@txdot.gov
- 6) Then go to Choose the File(s) you would like to upload.
 - A) Click the Browse (or Choose File) button to find the files on your computer. Select the file that you would like to upload and click Open.
 - B) In description, please include the name of the advertiser and the issue date.
- 7) Click on "Drop off Files" for file to upload.

Multiple ad files should be provided in a folder labeled with the advertiser's name and issue date. Compress the folder.

Remember to send a confirmation e-mail to let us know your ad has been uploaded.



For more information, or to ship ad materials, contact:

Kirsti Harms
 Texas Highways magazine
 200 E. Riverside Dr.
 Travel Division
 Austin, TX 78704
 512.486.5819
 TH-Ads@txdot.gov

Ad Sizes and Specifications

Full Page Spread/Bleed (<i>trim size plus 1/8" bleed</i>)	16.5" x 10.75"
Full Page/Bleed (<i>trim size plus 1/8" bleed</i>)	8.375" x 10.75"
Full Page/Non Bleed	7" x 9.75"
2/3 Page Vertical	4.625" x 9.375"
1/2 Page Horizontal	7" x 4.625"
1/2 Page Vertical	4.625" x 7"
1/3 Page Horizontal	4.625" x 4.625"
1/3 Page Vertical	2.25" x 9.375"
1/6 Page Horizontal	4.625" x 2.25"
1/6 Page Vertical	2.25" x 4.625"

Please read these instructions carefully:

Space deadline is the 27th of the third month preceding issue date. Advertising materials are due 7 days after space closing. When space or material closings fall on a weekend or holiday, the due date is the preceding workday. *Texas Highways* magazine will not be responsible for reproduction quality if materials are received after materials deadline.

Mechanical specifications:

Texas Highways magazine is computer to plate.

Shipped Media Accepted: CDs

Note: Film not accepted. See FTP upload information at left.

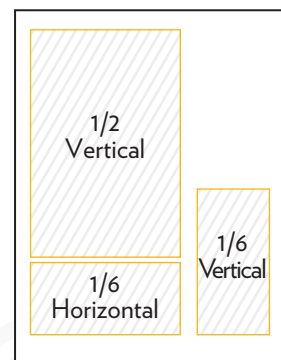
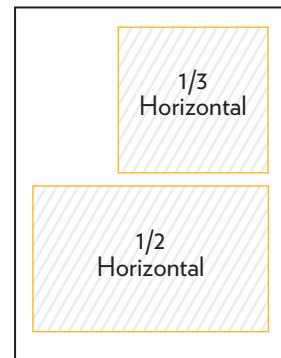
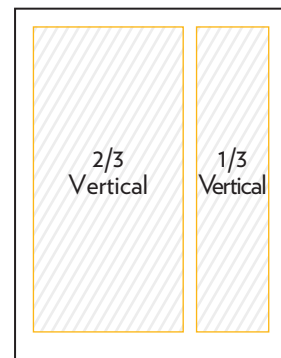
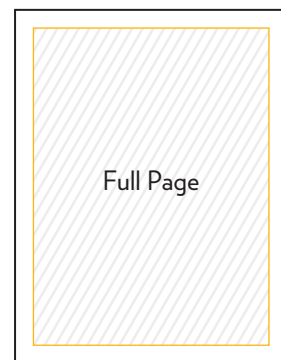
Final trim size is 8.125" x 10.5". All live and non-bleed elements should be at least 1/2" from the final trim size. Full page bleeds should extend at least 1/8" beyond the trim.

Binding method: Saddle stitch

Screen ruling: 175 line screen

Electronic Output Requirements:

1. **Software accepted:** Press Quality PDF (PDF/X preset recommended), Adobe Photoshop, InDesign, or Illustrator. If you are unsure about your PDF quality, please include your original files.
2. **Ad size** should be 100%.
3. **Fonts:** All fonts must be supplied with native files **OR** they must be embedded or converted to vector-based outlines. Doing so will help insure layout integrity and allow for your ad to link to your website in the digital edition.
4. **Images:** Supply all linked high-resolution images (300 dpi) and graphics. Please be sure to provide the most current versions of linked files.
5. **All colors** must be **CMYK** mode with process separations. Imported pictures must be changed in the application in which they were created.
6. All digital files must include a color **hard copy proof** that matches the supplied file. A SWOP-certified proof is required for color matching. Without the proper proof, *Texas Highways* magazine cannot be responsible for color or content discrepancies. Proofs must be provided at 100% size.



Notice: Any requested alterations that are made to received advertising materials will be charged back to the advertiser.

Advertising materials will be stored for 12 months after last run and then destroyed unless written instructions for return are received from advertiser or agency.