

Logo Art Requirements

Send your logo as a vector file and we set it up on your award for free. You will receive a proof for your approval before production within 2 business days, and nothing is engraved until you approve it.



Black and white

Engraves cleanly, line for line



Full color

Converted to black and white for engraving



Shading and shadows

Removed for engraving

Best Results: Vector Files

- Adobe Illustrator (.ai), .eps or CorelDRAW (.cdr)
- Convert all fonts to outlines (curves), or send the fonts with the file
- No linked or embedded objects in the file

To check, open the logo in your design program and click it. A vector logo shows points along every curve. If one box appears around the whole logo, it's most likely a picture file.



Vector: smooth at any size



Picture file: blocky when enlarged

Picture Files (.jpg, .png)

We accept .jpg and .png logos too. Our art team redraws them as vector art for a one-time logo conversion fee, which can add up to 2 business days to your proof. We can't build a logo from Word, Excel, PowerPoint or other presentation files.

Black and White for Engraving

Engraving and 1-color imprints come out in a single tone, so send your logo in black and white. Gradients, shading and shadows are removed and your logo is rendered in black and white.

Sending Your Files

Email your logo to contactus@awards.com with your order number, or upload it with your order online. Questions? Call 1-800-429-2737, Monday to Friday, 9am to 5pm ET.

Your order includes 1 original art proof and 1 reproof; more may add charges. Our art department works with every file we receive, and a logo that has to be converted from a picture file to vector carries the conversion fee automatically. By sending artwork you confirm its use complies with all laws, and you accept liability for any claim that it infringes someone else's intellectual property.