

## Deadlines & Specs

### ELECTRONIC OUTPUT REQUIREMENTS

- 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.
- Ad size should be 100%.
- Fonts: All fonts must be supplied with native files OR they must be embedded or converted to vector-based outlines. Doing so will help ensure layout integrity and allow for your ad to link to your website in the digital edition.
- Images: Supply all linked high-resolution images(300 dpi) and graphics. Please be sure to provide the most current versions of linked files.
- All colors must be CMYK mode with process separations.

### SECURE AD MATERIALS UPLOAD

Using TxDOT Box.com

1. Go to <https://texashighways.com/submitads>
2. Select the link on the page that corresponds to the property for which you are uploading materials (magazine, website, etc.).
3. Select the file(s) you would like to upload from your computer.
4. Fill out the "Client name, issue date" field.
5. Fill out your email address.
6. Click 'Submit' for file to upload.
7. Remain on the page until upload is complete and you see "Success! Your file has been submitted."



Space close the 15<sup>th</sup> of the month three months preceding the issue name; materials due two weeks after space close.

If either space or materials close falls on a weekend or holiday, deadline moves to the next business day.

Issue	Space	Materials
January/February	10/15	10/29
March	12/15	12/29
April	01/15	01/29
May	02/15	03/01
June	03/15	03/29
July/August	04/15	04/29
September	06/15	06/29
October	07/15	07/29
November	08/15	08/29
December	09/15	09/29

### Size

- 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.
- Any ad smaller than a full page must NOT have bleeds or crop marks.

Full Page Spread/Bleed	Bleed: 16.5" x 10.75"	Trim: 16.25" x 10.5"
Full Page/Bleed	Bleed: 8.375" x 10.75"	Trim: 8.125" x 10.5"
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"	

**AD MATERIAL QUESTIONS?**  
Send an email to  
[Raquel.Sanchez@txdot.gov](mailto:Raquel.Sanchez@txdot.gov)