penny luck
creative
the printables collection

THE PRINTABLES GUIDE

ABOUT PENNY LUCK CREATIVE PRINTABLES

Thanks so much for your interest in the Penny Luck Creative Printables Collection! I've put together the following guide to help you navigate the process for producing your printables. Printables are a great low-cost alternative to custom design services and best suited for those who don't mind digging into a little DIY.

All invitations and announcements sold within the Penny Luck Creative Printables Collection are formatted as editable PDF templates, allowing for immediate download and flexibility for customizations.

Please review the following guide carefully for all of the information that you need to produce your printable files.

In the event that you have any questions that are not answered here, please do not hesitate to reach out directly by sending a message via Etsy or e-mailing directly at info@pennyluckcreative.com.

I look forward to Penny Luck Creative being a part of your celebration!

IMPORTANT DETAILS ABOUT EDITABLE PDFs

- The PDF file that you receive can only be edited with Adobe Acrobat Reader. You can download it for free here: www.get.adobe.com/reader
- All files must be downloaded and/or edited on a desktop/laptop computer, not a tablet or mobile device.
- Only the blue highlighted text that you see in the product photos can be edited.
- Artwork and text that is not highlighted is locked and is not editable
- Purchases are not e-mailed directly to you, but are instead available for immediate download via your Etsy account following your purchase.
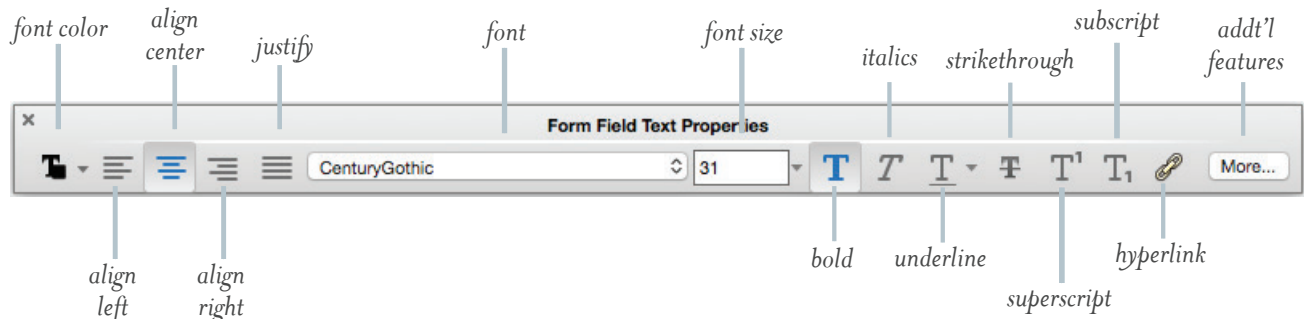
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HOW TO

1. ADD TO CART & PURCHASE the desired printable listing via our Etsy shop.

2. DOWNLOAD the file(s) to your desktop or laptop computer.

3. OPEN the PDF in Acrobat Reader. Acrobat Reader is a free software program produced by Adobe that allows you to view PDFs. You can download it for free here: www.get.adobe.com/reader

4. CUSTOMIZE the blue highlighted text fields with your own event information. See next section for additional editing information and the guide for download.

5. PRINT at home using your personal printer, or bring the PDF to a print shop to do the printing for you

6. CUT along the crop marks

7. PRINT, SEND, & CELEBRATE

CUSTOMIZING TEXT WITHIN THE TEMPLATE

Font, size, color or style in the blue text boxes is editable using the following commands when you have the document open in Adobe reader:

Mac: Command+E
PC: CTRL+E

These commands will pull up the following box that will allow you to make customizations. If the box is not popping up for you, please click within one of the highlighted text boxes and then activate the command. Please note that some of these commands may not be applicable for particular fonts.

2

ADJUSTING PARAGRAPH & TEXT SPACING

The PDF templates that you receive will have text pre-populated as a guide. If for any reason you decide that you would like to adjust paragraph and/or text spacing, you can do so by clicking 'More' in the Form Field Test Properties which is activated by Command+E (Mac) or CTRL+E (PC).

PRINTING YOUR FILES

Printing can be done using your home printer, local printer, or online printer.

Home
You can print files at home using your own personal printer. Be sure that your print settings are set to print at 'Actual Size' or '100%'. Do not select 'Fit'.

Shops
Staples, FedEx Office Print & Ship Center, OfficeDepot, or a local print shop can all assist you with printing your files. Simply put your files on a USB drive and bring them with you to the shop for printing.

Online
Some of our recommended online print production vendors include Smart-press.com, PSPrint.com, CatPrint.com, StationeryHQ.com and UPrinting.com. You will be required to email or upload your files for printing.

PAPER

I recommend printing on card stock that is 100 lb. or more. One of our go-to cardstocks for quick at-home printing jobs is Staples White 8.5" x 11" Card Stock offered in 110 lb. weight, which is easily handled by many desktop printers. They are offered in packs of 250 sheets for roughly $20.00, and come in a variety of colors including ivory for a more classic look. You can purchase a pack here: http://bit.ly/2e0oyWS

You can also experiment with metallic papers, but be sure that your printer can handle printing on metallic stock as not all are created equally!

TRIMMING YOUR PRINTED ITEMS

All items are sent with crop marks for guidance in cutting. You can do this with scissors (if you have an insanely steady hand in which case – cheers to you!) or you can purchase a portable paper trimmer for perfect, straight cuts every time. Fiskars is our favorite, and an affordable option can be found here: http://amzn.to/2dfyE3v It's a great little investment that you'll find has plenty of uses for throughout the year.

ENVELOPES

All invitations and announcements are created in a finished size of 5"x7". A7 Envelopes should be used for mailing all final printed items as this is the most appropriate size for a 5"x7" piece. You can find a huge selection of A7 envelopes on Envelopes.com as well as Amazon.com.

FAQs

How do I download my files?
All editable PDF templates produced by Penny Luck Creative can be purchased and downloaded via the Etsy shop. Immediately following checkout and payment clearance, you will be directed to a page to download your items. Missed this page after checking out? No worries. You can easily access your files for download by following the below steps:

1. In the top right-hand corner of Etsy, click the dropdown for 'You'.
2. Click on 'Purchases and Reviews'
3. Find the purchase, and click on the blue button that reads 'Download Files'

How many times can I download and print my file?
Once you have purchased the files and your payment has cleared, you can download the files as many times as you like.

Can I use other programs to edit my file?
No. The only program that will allow for editing your files is Adobe Acrobat Reader. You can download it for free here: www.get.adobe.com/reader

FAQs *(continued)*

Do I need to download any of the fonts that are used in the file?
No. Your purchased file will come with the fonts embedded within it for editing purposes.

The font I see in my file isn't rendering the way that I saw it in the product listing. Why?
This typically happens when you are not using Adobe Acrobat Reader to edit the document, or when you are using an outdated version of the software. To download the latest Adobe Acrobat Reader software for free visit www.get.adobe.com/reader

GET IN TOUCH

info@pennyluckcreative.com
www.pennyluckcreative.com

LET'S BE FRIENDS!

Follow along for celebration inspiration, new products, and promotions!

@pennyluckcreative   @pennyluckcreative   pennyluckcrtv

We'd love to see photos of your celebration! Feel free to tag us in them on Instagram @pennyluckcreative for a chance to be featured or share them with us via email at info@pennyluckcreative.com