

CAD FILE PREPARATION GUIDELINES

Please read the following guidelines and apply necessary changes to your drawings before submitting them to us.

1. FILE FORMAT AND FILE NAMES
2. DRAWING SCALE
3. DRAWING CUT PATHS
4. USING LAYERS
5. ORGANIZING DIFFERENT PARTS AND MATERIALS
6. CUTTING LARGER QUANTITIES

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1. FILE FORMAT AND FILE NAMES

- **Vector** files only. No raster files or photos.
- Acceptable vector formats: **DWG, DXF, AI, PDF**.
- Please give your files specific names that relate to your project.
- If your file submission is for estimating purposes only, and is not your final design, please include **FOR QUOTE ONLY** in file name.
- If you send new or changed versions of your files, please give them a **new name**.

file name: DRAWING 1 

file name: 401 McCormick St. sign 

version 1 name: PART 3105

version 2 name: PART 3105 

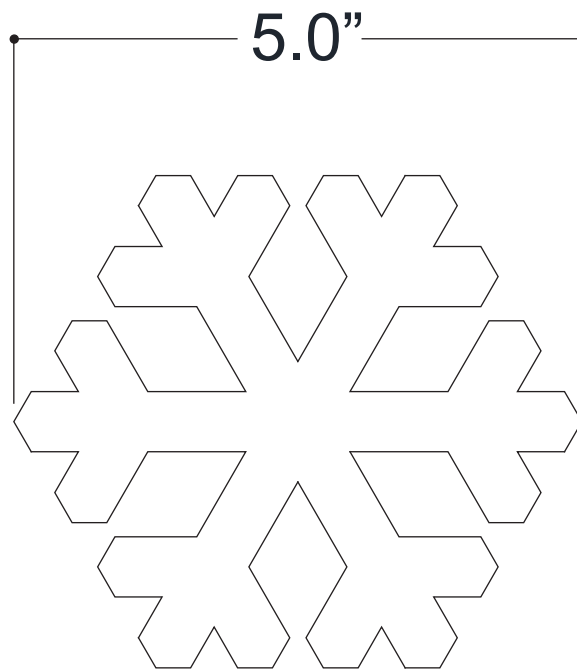
version 2 name: PART 3105 v2 

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2. DRAWING SCALE

- File must be **1:1 scale** (the actual size you want cut).
- **Specify units** of measurement (inches, MM, etc.).
- Apply a dimension label to at least one object in the drawing so that we can confirm that the drawing scale is correct.



If you want your finished part to be 5" wide, it must measure 5" wide in your drawing.

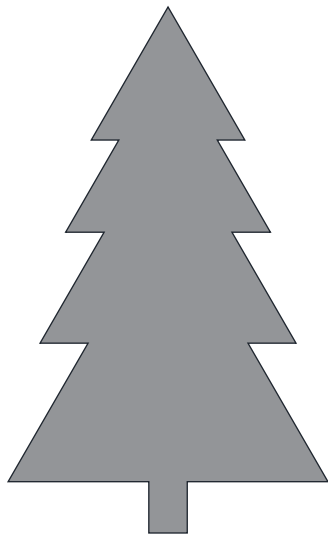
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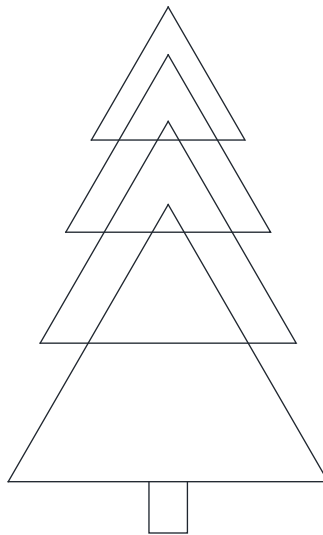
3. DRAWING CUT PATHS

- Include **only the outlines** to be cut or etched in the drawing.
- Remove all **hidden, duplicate, or unwanted lines** - our machines will cut every line present in the file, even ones you can't see.
- For Adobe Illustrator: no compound paths or clipping masks.
- All text must be exploded from fonts into simple outlines.

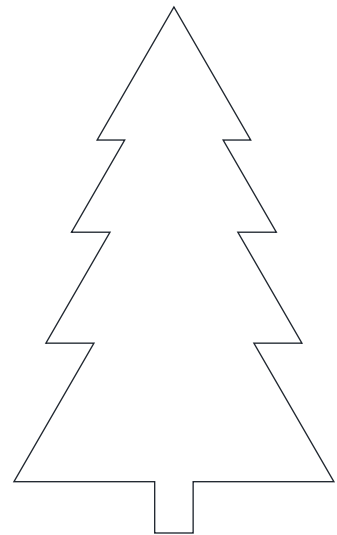
OUTLINES AND FILL



OVERLAPPING SHAPES



OUTLINES ONLY

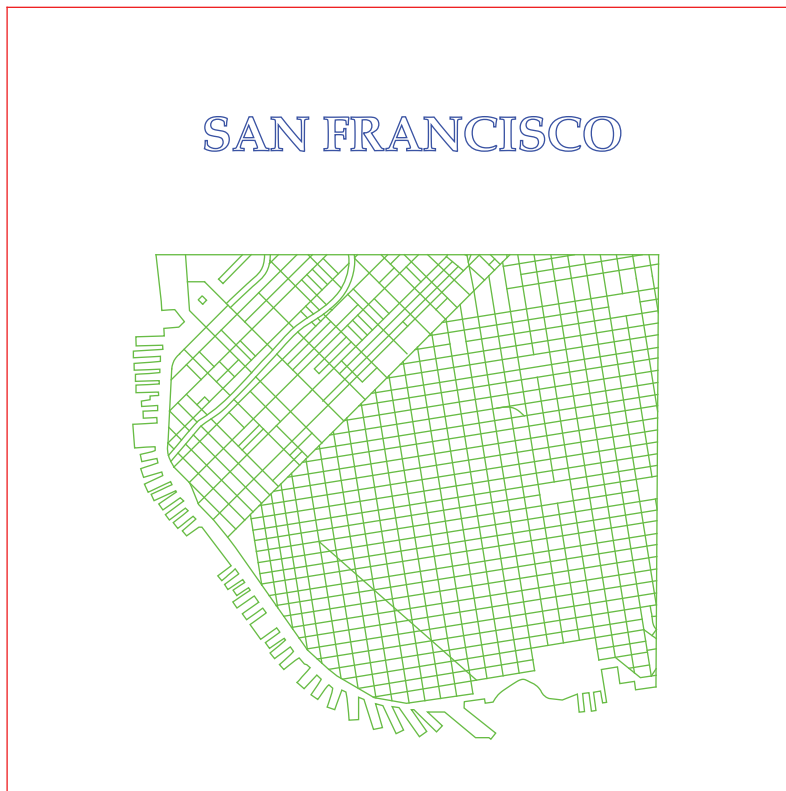


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4. USING LAYERS

- We can **CUT** all the way through the material, we can **SCORE** a thin line on the surface of the material, or we can **ETCH** (or engrave) an area on the surface of the material.
- Assign each different operation (cut, score, etch) a **separate layer** or line color.
- Place a **layer key** on the drawing so that we know what operation to assign each layer.



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5. ORGANIZING DIFFERENT PARTS AND MATERIALS

- If you want to cut more than one material type or thickness, please create a separate drawing for each material.
- Place different parts made with the same material on a single drawing, rather than submitting a separate drawing for each part.

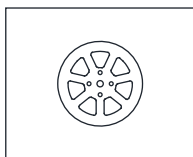
PART 1: 1/8" ACRYLIC



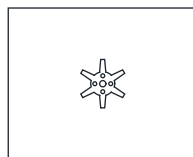
PART 4: 1/4" ACRYLIC



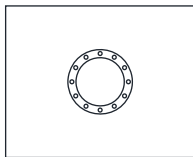
PART 2: 1/4" ACRYLIC



PART 5: 1/8" ACRYLIC



PART 3: 1/8" ACRYLIC



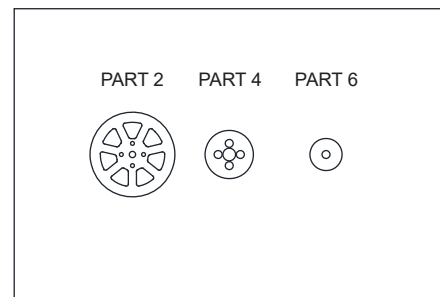
PART 6: 1/4" ACRYLIC



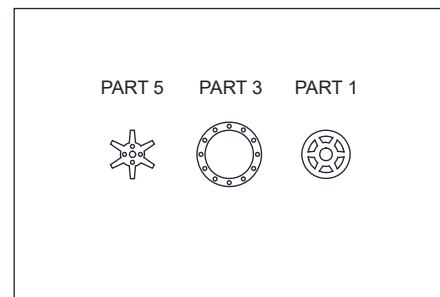
SIX SEPARATE DRAWINGS



DRAWING A: 1/4" ACRYLIC



DRAWING B: 1/8" ACRYLIC



PARTS GROUPED BY MATERIAL

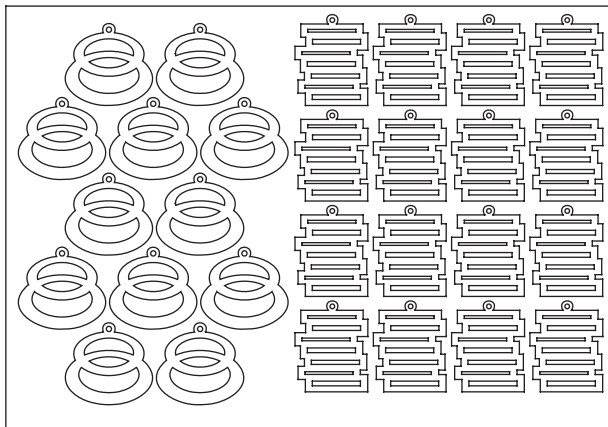


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6. CUTTING LARGER QUANTITIES

- Please **do not nest** multiple parts on your drawing: include only one copy of each part on your drawing, and label each part with the quantity you want cut.
- If you are supplying your own material, please tell us the dimensions of the sheets or rolls (length x width).



loop earring: q. 12



fence earring: q. 16

material sheet size: 10"x6"



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