Start with the right size

A clear route from your stand specification to a print-ready file.

01 Check your stand before designing

Send your organiser’s or stand contractor’s specification sheet through our compatibility form. These templates assume conventional Octanorm-type shell schemes with 950 mm panel openings and 40 mm intermediate posts. We confirm the final dimensions before production; unusual frames and partial bays need a bespoke size.

02 Choose a separate wall or continuous wrap

For separate graphics, select a template for each wall. For a confirmed continuous wrap, add the nominal wall lengths first and choose that total-length template. Do not add the cut widths of separate templates.

03 Use the same scale throughout

Every supplied template is at **25% scale (1:4)**. Your finished print is four times the document size. Keep that scale when exporting and include “25pct” in your filename. All full-size cut heights are **2325 mm**; the template height is **581.25 mm**.

Example: a 3 m + 2 m corner stand

Separate walls: **2950 × 2325 mm** and **1960 × 2325 mm**.
One continuous wrap: **4930 × 2325 mm**.
At 25% scale, the wrap document is **1232.5 × 581.25 mm**.

Need a different size? Request confirmed dimensions and create a custom document at 25% scale. Do not stretch an existing template to fit.

Design right to the edge

Safe margins protect important content. They are not extra bleed.

Keep text and logos inside the safe area

At full size, keep important content at least **20 mm from the left and right edges** and **25 mm from the top and bottom**. At 25% scale, these margins are **5 mm at each side** and **6.25 mm at the top and bottom**.

Let backgrounds fill the whole document

Extend background colours, photographs and patterns to every edge of the cut-size document. The 10 mm hem allowance at each side is already included. Do not add extra bleed or crop marks.

Allow for hems, rails and fabric movement

Approximately 25 mm at the top and bottom is obscured by the fixing arrangement. The safe content height is 2275 mm at full size. Side safe margins also allow for hemming and normal material variation. The dashed box in the reference templates marks the safe content area, not the finished visible boundary.

Choose the file that suits your software

Blank PDF: an exact-size empty page for applications that can open or import PDF as an editable document.
Reference PDF: the same page with a safe-area diagram and labels, for checking dimensions.
SVG template: editable vector guides in a named GUIDES_REMOVE_BEFORE_EXPORT group. SVG uses RGB; convert or recreate your final artwork in a CMYK-capable application.

Remove template guides before exporting

Delete all guide rectangles, shading and instruction text from your artwork. Do not submit the reference PDF as artwork. Software handles imported dimensions differently: always check the document width, height and scale after opening.

Using Canva or another app without suitable PDF/SVG editing?
Create a custom-size document using the quarter-scale dimensions on page 3. Recreate the safe margins yourself. Check the app’s size limits and CMYK export options; if it cannot produce a suitable file, contact us before proceeding.

Export a print-ready file

Use the table for whole-metre walls. All measurements are width × height in millimetres.

Wall	Full-size cut size	25% document size	Full-size safe area
1 m	970 × 2325	242.5 × 581.25	930 × 2275
2 m	1960 × 2325	490 × 581.25	1920 × 2275
3 m	2950 × 2325	737.5 × 581.25	2910 × 2275
4 m	3940 × 2325	985 × 581.25	3900 × 2275
5 m	4930 × 2325	1232.5 × 581.25	4890 × 2275
6 m	5920 × 2325	1480 × 581.25	5880 × 2275
7 m	6910 × 2325	1727.5 × 581.25	6870 × 2275
8 m	7900 × 2325	1975 × 581.25	7860 × 2275
9 m	8890 × 2325	2222.5 × 581.25	8850 × 2275
10 m	9880 × 2325	2470 × 581.25	9840 × 2275

Colour, images and type

Work in **CMYK**. RGB and spot colours may shift when converted. Use images at **150 dpi or higher at final size**: at 25% scale, that means **600 dpi or higher**. Increasing a low-resolution image’s dpi setting does not restore detail. Keep logos and type as vectors where possible.

PDF export checklist

Export a print-ready PDF at the template’s **25% scale**. Embed images and fonts, or convert text to outlines. Avoid export downsampling below 600 dpi at this scale. Remove guides and labels; add no extra bleed or crop marks. Reopen the PDF and check its page size, content and image quality.

Name each file clearly
Example: Company_BackWall_3m_2950x2325mm_25pct.pdf
Supply one file per separate wall, or one file for a confirmed continuous wrap. Identify each wall on your stand plan.