

FILE NAME/ NO.: _____ DATE: _____

PUBLICATION

Client/Scientist/Author: _____

Name of publication: _____

Address for correspondence: _____

Illustration requirements by editor/publisher/printer: _____

Phone No: (____) ____ - ____ Fax: (____) __ - ____

Page size of intended publication: ____ x ____

E-mail: _____

Size reduction required: _____

Publisher/printer/editor: _____

ILLUSTRATION

Entire specimen (habitus): _____

Address: _____

Selected parts, describe: _____

Phone No: (____) ____ - ____ Fax: (____) __ - ____

Lateral: ____ Anterior to face right ____ left ____ top ____
bottom ____ of page

E-mail: _____

Dorsal: ____ Anterior to face right ____ left ____ top ____
bottom ____ of page

Mounting methods/requirements for traditional art: _____

Ventral: ____ Anterior to face right ____ left ____ top ____
bottom ____ of page

Three-quarter: ____ Anterior to face _____

DIGITAL REQUIREMENTS

Artwork to be compatible with: Mac ____ PC ____ other ____

Cross section: _____

Preferred format for digital artwork:

Exploded: ____ Anterior to face right ____ left ____ top ____
bottom ____ of page

Encapsulated PostScript (EPS) ____

Tagged Image Format (.tif) ____

Raw Photoshop (.psd) ____

Other _____

Structures to be illustrated: external ____ internal ____

If structures overlap how should this be indicated?

e.g., dotted/dashed lines, layers of tone, other:

Delivery medium acceptable:

CD _____

Zip Disk:(100 MB) _____ (250 MB) _____

Other: _____

TECHNIQUE

Line: ____ Continuous tone ____ Color ____

Delivery medium preferred: _____

Requested technique: _____

DUE DATES

Labeling: to be done by illustrator ____ printer ____
other ____

Detailed preliminary drawing to check: _____

Preferred type font: _____ size: _____

Final rendering: _____