

Pre-Submission

- A. Read the ENTIRE spec sheet before submitting your instructions.**
- B. Always name your file as follows:
Mfg.Name, Year, Make, Model, Product Type, Part#
 (Example: B-Cool 00-06 Chevrolet Suburban Billet Grill 2068.pdf)
- C. Save all files as PDF's extensions.
- D. Do not submit files larger than 7 MB.
- E. All images in the files must be 72 dpi.
- F. Keep font sizes between 11pt - 12pt.
- G. Use easy to read fonts like Arial, Helvetica.
- H. Never include your contact information. Any information in the instructions will be denied.
- I. Do not include logos from other companies but your own.
- J. Yocar logo must be on bottom right hand corner of each page of the file. You can get the template from the Yocar website:
<http://www.yocar.com/resources.aspx>

What should the instructions include?

1. Start by listing the tools needed. Be as specific as possible and list tool names and sizes if available.
2. List all additional products needed to finish the job like cleaning chemicals, rags, ect...
3. Note the estimated time required to complete the installation. (Example: 5-1/2 Hours)
4. Images are recommended but not required.
5. When possible give tips.

How do I submit my instructions?

- You can email them to: artdepartment@yocar.com
- You can send a CD or DVD to:
 Yocar
 Installation Instructions Department
 PO Box 5713
 Orange, CA 92863-5713
- **We do not accept faxed instructions.**

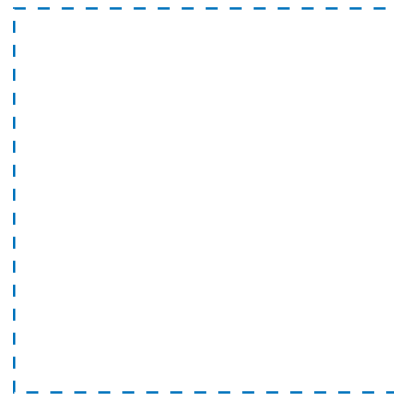
Note: All CD's and DVD's will become property of Yocar.com and will not be return so be sure to send us a copy. Make sure you verify there is information on you CD or DVD before send it.

Word file

Once you've downloaded the word file and are ready to work on your instructions the first thing is to change the header of the page.

1. Double click on the header area on the page then you are able to change the header name.
2. Once you have changed the header, double click outside of the header area. Now you are ready to type out your instructions or if you have already done this on another file or application you can simply copy and paste into this word template.
3. Once you completed you instructions you can save the file as a word or pdf. Save the file as "**Mfg.Name, Year, Make, Model, Product Type, Part Number**"
 (Example: B-Cool 00-06 Chevrolet Suburban Billet Grill 2068.pdf)
4. If you plan on using images please make sure they are no larger than 2"x2" at 72 dpi (dots per inch) and saved as jpg

Should fit in 8.5"x11" PDF file.



Images should be no bigger than
 2"x2" - 72 dpi (dots per inch)
 Color or Black/White
 Saved as .jpg