

OBOTA DESIGN SPECIFICS

The following guidelines MUST be strictly adhered to in order for your template to work in the OBOTA system, and also for the finished product to be processed by Canada Post.

- A. You ***must*** create 5 ***landscape*** templates as listed below (the system does not accommodate portrait templates):
1. Back - do not include a box for the indicia or an address
 2. Just Listed with Property Photo
 3. Just Listed no Property Photo
 4. Just Sold with Property Photo
 5. Just Sold no Property Photo
- B. JUST LISTED TEXT: this text will appear on ***all*** of your Just Listed cards
JUST SOLD TEXT: this text will appear on ***all*** of your Just Sold cards
Do not make either text property specific
- C. Space ***must*** be allocated for data that is captured and uploaded by the OBOTA system at the time the postcard is created. That data is as follows:
- Property Photo (numbers 2 & 4 above)
 - Property Address (numbers 2 & 3 above)
- D. Space ***must*** be left at the bottom of both sides of the card and ***must*** be in white or a percentage (20% maximum) of the background colour used in the rest of the card.
- E. Legalities with respect to Realtor Logos, Company/Office Name and Logos, etc. must be included and are the responsibility of the Agent.
- F. Each template must be saved as an individual file (300 dpi), using the name of the template as shown in section A, and ***must*** be in one of the following formats:
- a layered .psd
 - an Illustrator .eps
 - a Quark document
- G. A sample is required showing preferred placement of property photo and address, as well as the font colour for the address.
- H. Once ***ALL*** of the files are prepared, email them to obota@colourtech.com
Do not send them by piece mail

Our GrafX department will then approve your templates to ensure they meet our specifications. If they do, they will be uploaded into our system and your OBOTA registration will be complete (evidenced by the Registration Confirmation email sent to you at that time). If, for any reason, the templates are incorrect, they will be returned to you for the required revision.