

SIGN LETTERS FACTORY · SHENZHEN

Artwork & Ordering Guide

Everything the factory needs in order to quote a job as drawn, and what you get back at each stage. Nothing in this guide is outside what is published on supersignletter.com.

1. Artwork

Send a vector file: AI, EPS, PDF or DXF. A JPG or PNG is not artwork — it has to be redrawn before anything can be cut, and a redraw is never quite the original.

If the vector file is genuinely lost, send the highest resolution image you have plus a flat-on photograph of an existing letter with a rule in shot, and say so up front.

2. Three things about the site

- The finished height of the tallest letter, in millimetres.
- Indoors, outdoors, or coastal — this decides the material grade and the finish.
- What the wall is made of — this decides the fixing method.

3. Choosing the build

Material

304 or 316 stainless steel for fabricated metal letters — 316 where chloride is in the air. Solid brass, copper and bronze for heritage and hospitality work. Solid aluminum in 1, 2, 3, 5, 6, 10 and 20mm, which the specification calls out as suited to outside use and marine surroundings. Solid acrylic in 5, 10, 20 and 30mm, plus PVC.

Illumination

Frontlit: metal return and back, acrylic face, typically 60–100mm deep; the letter glows. Backlit and halo: solid metal face over a 30mm frosted acrylic back, pinned off the wall; the wall glows. Sidelit and edgelit: light through the acrylic edge, 20mm and 30mm thick. Resin-faced: slimmest lit build, 25mm minimum depth.

Finish

Brushed, satin, polished or mirror. Electroplated golden on stainless, plated bronze on brass. Satin anodized on aluminum. Two-pack polyurethane paint to a PMS or RAL reference that you supply — send the code, not a photograph of a swatch.

Fixing

Back screw bolts or pins for metal and for anything outdoors. Double-sided adhesive on lighter builds, on a smooth, clean, sound interior surface only.

4. What is included in a quotation

- The letters, cut or fabricated to your artwork.
- A 1:1 scale mounting template.
- The screw bolts or pins for the stated fixing method.
- On illuminated builds, a 12V DC CE and RoHS approved transformer.

5. Lead time and delivery

Normal production is 5–7 days on the bench. Illuminated builds are wired and run before packing. Delivery is DHL or UPS express, door to door, normally about 4 days in transit.

6. Payment

T/T, PayPal or Western Union. There is no minimum order, so a single letter is a perfectly normal first order — and the sensible way to check a finish before committing to a rollout.

7. Installation checklist

- Tape the 1:1 template to the wall and check it from across the street before drilling.
- Confirm nothing is buried in the wall where the studs are going.
- On lit builds, decide where the transformer lives and how the cable reaches it.
- Dry-lay the wordmark and look at the spacing at the real viewing distance.

Contact

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