ALGONQUIN COMMONS THEATRE POSTER TEMPLATE

Please email our Theatre Marketing Coordinator, Yuka Ishii, at ishiiy@algonquincollege.com with the required event details, images, and logos listed below.

Size of the Tabloid poster must be 11" x 17" (portrait)

1. Name of presenter (specify if it should be included)
2. Name of event
3. Provide event image (artwork must be 300dpi or vector, and have the highest resolution possible)
4. Date of event
5. Venue name "Algonquin Commons Theatre"
6. If bar service is available, list times as "Lobby Bar" and "Event". If no bar service is available, list times as "Lobby" and "Event".
7. Where tickets are available for purchase
8. Algonquin Commons Theatre logo (available for download through AlgonquinCommonsTheatre.com
9. Organizer/presenter website (if applicable)
10. Presenter logo (if applicable)

PRESENTER INFORMATION

EVENT NAME

Wednesday, October 14th, 2025
Algonquin Commons Theatre

Lobby 7:00 PM | Event 8:00 PM

Ticket Available online at www.AlgonquinCommonsTheatre.com

Algonquin Commons Theatre   yourwebsite.com

Algonquin Commons Theatre   Algonquin Students' ASSOCIATION

REQUIREDASSET DIMENSIONS

TABLOID POSTER

MUST MEET THE REQUIREMENTS OF THE *ALGONQUIN COMMONS THEATRE POSTER TEMPLATE*

The Tabloid poster will be printed on 11" x 17" tabloid sized paper and posted around campus where space is available. The Tabloid Poster should contain all key event details as it will be a stand-alone marketing asset.

17 inches (300 dpi)

11 inches (300 dpi, PDF)

TICKETMASTER

The Ticketmaster asset will be used on your ticket listing on Ticketmaster. This asset will always be used alongside more information, and will be displayed on a smaller scale, so only a background graphic with no text.

1365 pixels
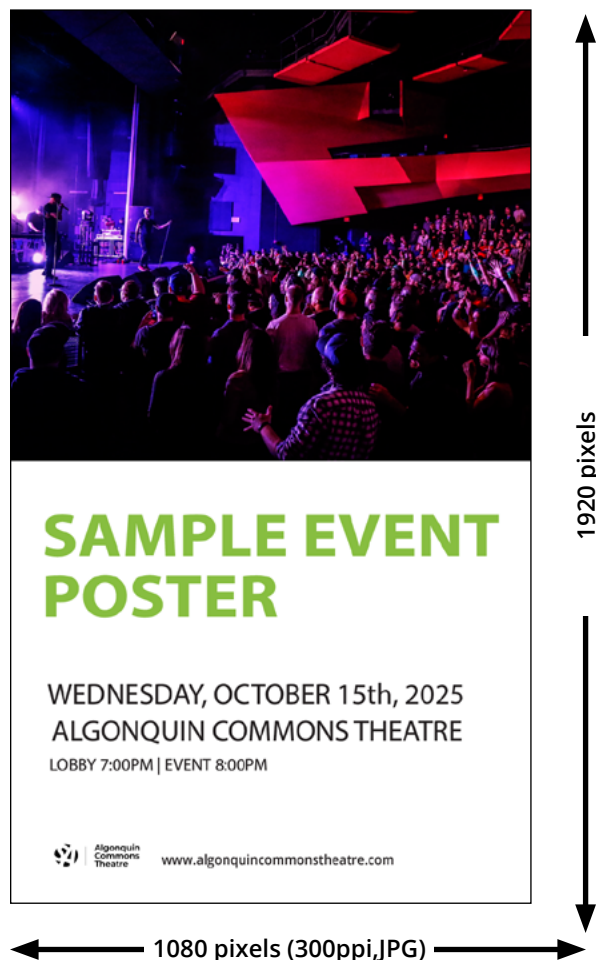
2426 pixels (PNG) (Max 5*MB*)

WEBSITE EVENT

The Website Event asset will be used alongside more information in our website. Including a background graphic and placing the event name within the mobile margins will ensure that the asset can be used accross multiple platforms.

Mobile Safe Area 1300 Pixels
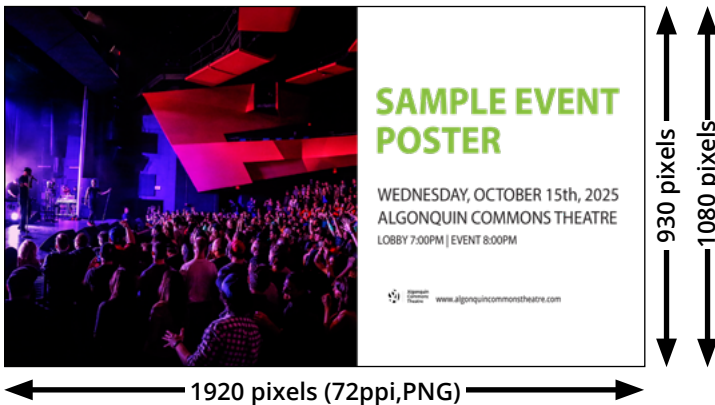
624 pixels

1640 pixels (Max150*KB*)

BOX OFFICE TV / INSTAGRAM STORY

The Box Office TV/Instagram Story asset should have similar content/artwork as the Tabloid Poster, but with less details. Its key objective is to push people to the website to learn more, or inquire at the Box Office.

1920 pixels

1080 pixels (300ppi,JPG)

LOBBY TV / CAMPUS TV

The Lobby TV and Campus TV asset will be used to promote your event across the Algonquin College Ottawa campus. Content font size must be no smaller than 26 pixels in height and contain only key event details including event name, date, location, and where to find out more.

SAMPLE EVENT POSTER

WEDNESDAY, OCTOBER 15th, 2025
ALGONQUIN COMMONS THEATRE
LOBBY 7:00PM | EVENT 8:00PM

www.algonquincommonstheatre.com

930 pixels / 1080 pixels

1920 pixels (72ppi,PNG)

FACEBOOK EVENT

The Facebook Event asset will always be used alongside more information. Including a background graphic and placing the event name within the mobile margins will ensure that the asset can be used accross multiple platforms.

Mobile Safe Area 1300 Pixels

SAMPLE EVENT POSTER

1005 pixels

1920 pixels (72ppi, PNG)

X (TWITTER)

The event asset will be used in our X (Twitter) posts to promote the show, featuring a background graphic with the event name within mobile margins. This ensures the asset is optimized for multiple platforms, including mobile.

Mobile Safe Area 1200 Pixels

SAMPLE EVENT POSTER

900 pixels

1600 pixels (JPG or PNG))

INSTAGRAM / SOCIAL SQUARE

The Instagram and social square should only contain the key event details, such as event name, location, and date. The font size should be larger to ensure easy readibility on small digital screens.

SAMPLE EVENT POSTER

WEDNESDAY, OCTOBER 15TH, 2025
ALGONQUIN COMMONS THEATRE

1350 pixels

1080 pixels (72ppi JPG or PNG)

SAMPLE EVENT POSTER

WEDNESDAY, OCTOBER 15TH, 2025
ALGONQUIN COMMONS THEATRE

1200 pixels

1200 pixels

ADDITIONAL ASSETS

- High-quality promotional artist photos for social media
- Any promo video(s) you would like us to share
- Event write-up
- Relevant social media/website links

Algonquin Commons Theatre