

Date: / / Date Required: (Please allow a minimum of 10 working days for your sample to approve).

Section 1 - Customer Details

Business Name: Contact Name:

Phone: () Mobile:

Email:

Address:

Suburb: State: P/Code:

Section 2 - Set Up Requirements

☐ Embroidery ☐ Digital / Heat Press ☐ Other:

Section 3 - Supplied Artwork Format

☐ EPS (Preferred Format) ☐ JPEG ☐ PDF ☐ PNG

(Please note when supplying a JPEG, PSD, BMP or PNG file, it MUST be HIGH RESOLUTION - Minimum of 300dpi at 100% Final Usage Size).

Once you have supplied your logo, the file will then be digitised in order to be applied to the garments.

A digital or physical sample will then be provided for your approval.

Section 4 - Company Logo & Name

Logo (Approx): Do you require Employee Name Embroidery: ☐ No ☐ Yes (Complete below)

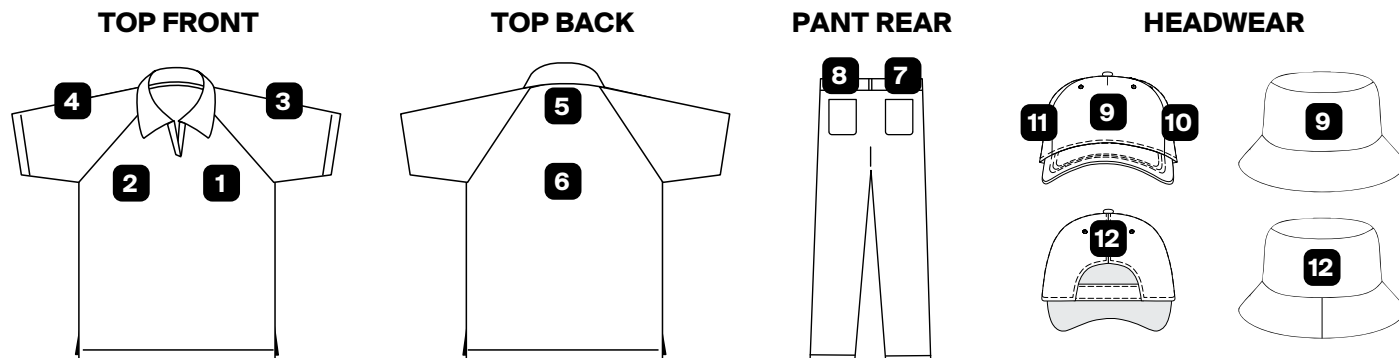
Height: mm x Width: mm Size: mm Colour:

Colour(s): Font: Position (refer below):

☐ UPPER CASE ☐ Title Case

NOTE: 10mm - Block - UPPERCASE - Black/White is standard unless otherwise specified.

Section 5 - Value Add Placement Position(s)



THE ABOVE & BELOW POSITIONING RELATES TO THE GARMENT AS YOU ARE WEARING IT.

Tops & Pants

- ☐ 1. **LHC** Left Hand Chest ☐ 3. **LHS** Left Hand Sleeve ☐ 5. **RY** Rear Yoke ☐ 7. **ARRP** Above Right Rear Pocket
- ☐ 2. **RHC** Right Hand Chest ☐ 4. **RHS** Right Hand Sleeve ☐ 6. **CB** Centre Back ☐ 8. **ALRP** Above Left Rear Pocket

Headwear

- ☐ 9. **CF** Centre Front (Choose)----- ☐ Cap ☐ 10. **LSP** Left Side Profile ☐ 12. **ARA** Above Rear Arch
- ☐ Wide Brim / Bucket ☐ 11. **RSP** Right Side Profile

☐ 13. **Other**

Please email this completed form & your logo to:

