



ORDER FORM: EMBROIDERED HATS/CAPS

DATE: _____ CONTACT NAME: _____

QUOTE #: _____ PHONE: _____

PROJECT TITLE: _____ EMAIL: _____

Please submit your quotation with your order forms.

Don't have a quote? Please visit CDwest.ca to get an online quote for some of our most popular styles, or contact us directly for a custom quote!

(A) NEW ARTWORK?

NEW ARTWORK

USING IDENTICAL ARTWORK/DESIGN AS PREVIOUS ORDER (Previous Order #: _____)

(B) SELECT HAT/CAP STYLE, SIZE and COLOUR:

- Visit CDwest.ca to review our most popular Hat and Cap styles, sizes and colours.
- Minimum order requirement is 12 units of any one style/size/colour.

1. QUANTITY: _____ STYLE #: _____ SIZE: _____ COLOUR: _____

2. QUANTITY: _____ STYLE #: _____ SIZE: _____ COLOUR: _____

3. QUANTITY: _____ STYLE #: _____ SIZE: _____ COLOUR: _____

(C) EMBROIDERY PLACEMENT

- Unless you instruct us differently, the placement of the embroidered artwork/design will be centered on the front of the hat/cap. If you require a different placement you must provide detailed instructions here:

.....
.....

(D) ARTWORK *(Remember: The quality of the embroidery will only be as good as the quality of your artwork)*

- Your design page properties and all imagery should be created at 300dpi.
- Your artwork must be supplied on a white background.
- Artwork using gradients, drop-shadows, shading, etc. will not be accepted.
- Design your artwork the same size as it should print. Maximum dimensions are 2.25" high x 4 wide" but sizing may be restricted to the space available on the specific style of hat or cap.
- We support Illustrator, Indesign, and Photoshop.

See the following page for additional artwork information and artwork upload instructions.

ARTWORK SPECS

- We support Illustrator, Indesign, Photoshop, CorelDraw.
- Your design can be a photograph or include a photograph - see below for design examples.
- Design your artwork the same size as it should print. Maximum dimensions are 2.25" high x 4 wide" but sizing may be restricted to the space available on the specific style of hat or cap.
- Supply artwork **on a white background**.
- Artwork using gradients, drop-shadows, shading, etc. will not be accepted.
- Make sure all fonts are 'outlined', or if using Photoshop you must 'rasterize' each text layer.

IF YOU'RE SUPPLYING A 'BITMAP' IMAGE FOR YOUR ARTWORK

- Before you begin designing, your design page properties must be set to 300dpi.
- If you are using Photoshop please send us the native .PSD file format.
- If you are supplying your artwork as a bitmap file we prefer a .TIF (or .TIFF) file format as it will provide better results than .JPG, .PNG and .GIF - which are highly compressed file formats intended for use on the internet.

ARTWORK UPLOAD

- When you save your artwork file make sure you use your order number as part of the name. For example: "Order4321_CapArtwork.eps" If we cannot properly identify which job your artwork is for, the artwork won't be processed and the order will be delayed.
- Upload artwork to our FTP dropbox <http://dropbox.yousendit.com/predisc> and follow the instructions.

REMEMBER!

- The quality of your artwork directly influences the quality of the embroidery. The better the artwork, the better the result.

GOOD DESIGN EXAMPLES

- These are good design examples for embroidery: Solid colour images with obvious colour breaks and good contrast in colours. Note: Embroidery is not well suited for subtle designs, small text or fine text. Best results are achieved using solid colours, bold imagery and clean colour breaks.

