



PRODUCT INFORMATION
CUSTOM SCREEN PRINT SERVICE
READ THIS DOCUMENT AND ALL OTHER ACCOMPANYING PRODUCT INFORMATION THOROUGHLY

If you prefer to have your logo, symbol or insignia screen printed onto your mats or other products, Norbert's is happy to do so. We offer this service at no charge, but there is a one-time fee to cover our cost of processing your artwork and having your screen made. From that point forward, we can print your custom image on all future orders as long as you instruct us to do so when you place an order.

It's a great way to promote your organization and enable potential customers a way to contact you.

The artwork set-up process and fees are as follows:

1. To create your screen, we need a high-resolution camera-ready opaque positive image on film or a high-resolution digital image with which to print such a film. If you have questions about obtaining your image on film, please contact your graphic artist or printer.
2. **FEES:**
 - a. If you supply film, your cost is \$125.00. Send both film and payment to the address shown at the bottom of this page.
 - b. If you provide digital art and we print film for you, your cost is \$150. We are able to work with most file formats. Your positive (black image on white background) may be emailed to your salesperson or to info@norberts.net.
3. **ADDITIONAL PARAMETERS & HELPFUL HINTS**
 - a. **SIZE:** Ideal image size is 8.5" x 11". If yours is scaled to fit on a standard sheet of paper (horizontally or vertically), it will be easily visible, easy to place on most items and not overly large or distracting.
 - b. We use a simple single-color screen process and are unable to print images requiring grey scale, shading or multiple colors.
 - c. Small characters and intricate details do not screen print well nor are they easy to see at a distance. We recommend you configure your name and contact information in large bold block letters.
 - d. We use black or dark blue ink on products covered with lighter colored vinyl and white ink on dark colored vinyl.
4. **ORDERING CUSTOM PRINTING**
 - a. We now have literally hundreds of client screens in our shop.
 - b. You must instruct us to "Screen print our image on this order" -- preferably in writing--when ordering.



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- c. Norbert's will not be responsible for any errors resulting from your failure to comply with (b.) above.

After carefully reviewing the information provided herein, please sign, date and fax/mail this sheet to our office.

I have read, fully understand, accept and agree to all terms of Norbert's Custom Screen Print Service.

Signature

Date

Name (Please Print)