

Embroidery and Screen Printing Order Form

Please refer to Pricing and Options guide for ordering information. If you have questions or need assistance, call 1-800-825-7428, or e-mail us at alpha@tighe.com

<input type="checkbox"/> Embroidery	<input type="checkbox"/> Same as previous order on invoice # _____	or	<input type="checkbox"/> New design	Style _____
<input type="checkbox"/> Screen Printing	<input type="checkbox"/> Same as previous order on invoice # _____	or	<input type="checkbox"/> New design	Color _____

Imprint Location:






<input type="checkbox"/> Center Front	<input type="checkbox"/> Right Front Chest	<input type="checkbox"/> Right Sleeve Cuff	<input type="checkbox"/> Hip	<input type="checkbox"/> Center Back
<input type="checkbox"/> Left Front Chest	<input type="checkbox"/> Left Sleeve Cuff	<input type="checkbox"/> Other (describe): _____		

Letter Size:	Lettering Styles:	Lettering Arrangement:
<input type="checkbox"/> 5/8"	<input type="checkbox"/> Digitized Tape	<input type="checkbox"/> ARCHED <input type="checkbox"/> STRAIGHT (#) _____ Lines
<input type="checkbox"/> 1"	<input type="checkbox"/> Alpha Factor Athletic - <input type="checkbox"/> All caps <input type="checkbox"/> upper/lower case	
<input type="checkbox"/> 1 1/2"	<input type="checkbox"/> ALPHA FACTOR Outline - <input type="checkbox"/> All caps <input type="checkbox"/> small caps	
<input type="checkbox"/> 2"	<input type="checkbox"/> <i>Alpha Factor</i> Sport Script - <input type="checkbox"/> Upper caps and lower case	

(Thread colors are approximately same as fabric colors in back of catalog. Ink colors are displayed on inside back cover of catalog.)	Personal Names available in 5/8" Sport Script First name only. Names must be printed or typed below. Submit additional page if necessary Thread Color: _____
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Complete and Exact Imprint: (Use upper and lower case letters and spell exactly as you want imprint to appear.) **Thread or Imprint Color:** _____

Embroidery Stock Design Options:

Gymnast (Female) <input type="checkbox"/> Small (Front Chest) 1 1/2" X 1 1/2"  Color _____	Star Gymnast (Female) <input type="checkbox"/> Large (Back) 3 1/2" X 4"  Color A _____ Color B _____	Gymnast (Male) <input type="checkbox"/> Large (Back) 5 1/2" X 6 1/2" <input type="checkbox"/> Small (Front Chest) 2 1/2" X 3 1/2"  Color A _____ Color B _____	Star (Outlines) <input type="checkbox"/> Large 3 1/2" <input type="checkbox"/> Medium 2" <input type="checkbox"/> Small 5/8"  Color _____	Arched Stars (Outlines) <input type="checkbox"/> Large 6" X 2"  Color _____
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Screen Printing Charges	Embroidery Charges
Standard Artwork Charge: \$ _____ Screen Charge: \$ _____ Price per garment X # of garments: \$ _____ Total Screen Printing Charge: \$ _____	Standard Artwork Charge (First Order Only): \$ _____ Setup Charge: \$ _____ Lettering Charge: (\$6.50 per name) \$ _____ Personal Name Charge: (Cost per name X # of garments) \$ _____ Stock Design Charge: \$ _____ Total Embroidery Charge: \$ _____

Cuff R <input type="checkbox"/> L <input type="checkbox"/> Hip Upper Chest	Hip Cuff	Front Chest	Left Chest	Jacket Back
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Office Use Only

Customer #: _____	Virtual Design Completed by: _____	Artwork File #: _____
Invoice #: _____	Date: _____	Completed by: _____
Ship Week: _____		