

GENERAL ORDER INFORMATION

FOR PRODUCTS SHOWN ON PAGES 2-107

ORDERING

We sell our products through a national network of promotional marketing distributorships that specialize in creative marketing and custom-imprinted merchandise. Please consult the internet or phone directory for a promotional products consultant near you.

All orders must be submitted in writing. Purchase orders and art may be emailed to orders@BagMakersInc.com. In the subject field of your email, please include your P.O. number and company name. Also, include a PDF or JPEG mock-up specifying how your design should appear on the bag.

ACKNOWLEDGMENTS

BAG MAKERS acknowledges every order in writing. Any changes to an order after receipt must be confirmed in writing and may incur additional charges.

CANCELLATIONS

Cancellations must be in writing and are subject to all incurred costs, including materials, set-up, plate, screen, and artwork charges.

CREDIT POLICY

For new accounts, a customer information form must accompany your order. In most instances, it will be necessary for new orders to be pre-paid. Please allow 5 working days for processing a credit application and trade references. Orders will not ship without credit approval or prepayment.

We accept Visa, Mastercard, Discover, and American Express.

OVERRUN/UNDERRUN POLICY

Catalog quantities ship exact. For custom orders, refer to page 128.

RETURN POLICY

Only unimprinted bags may be returned. **BAG MAKERS** must be notified within 30 days and a Return Merchandise Authorization number must be assigned by our Problem Assessment Department. A 20% restocking fee applies for unimprinted bags, as well as all original freight and return freight charges.

PRODUCTION TIME

Production time begins after approval of your artwork and credit. Orders that request larger-than-catalog quantities or multiple print locations/colors will require extra production time. Please call for additional production times. During peak production periods, **BAG MAKERS** may require extended production times due to production capacity. **BAG MAKERS** will notify customers if submitted orders require additional production time.

RUSH SERVICE

- Please call for availability.
- Rush orders must be pre-paid or on approved credit terms.
- Artwork is required by 10:30 a.m. CST and must be print-ready with no art or typesetting services needed.
- During peak production periods, **BAG MAKERS** may not be able to accept rush requests due to production capacity. **BAG MAKERS** will notify customers if submitted rush orders are not able to be fulfilled.
- **Rush service is not available on DIGITAL FULL-COLOR, SPARKLE, or SUBLIMATION orders.**

UNIMPRINTED ORDERS—Ship next business day.

All Printed Products Except MESH PANEL TOTES & COTTON/JUTE TOTES 3,000 IMPRESSIONS MAXIMUM <i>Please refer to the MESH PANEL TOTES & COTTON/JUTE TOTES chart for available rush service charges.</i>				
	FLEXO INK	SCREEN PRINT	FOIL HOT-STAMP	COLORVISTA
Same day	\$200 (G)		Not available.	Not available.
24-hour service	\$175 (G)			
2 working days	\$150 (G)		\$150 (G)	
3 working days	\$120 (G)		\$120 (G)	\$120 (G)
4 working days	Does not apply.			\$105 (G)
5 working days				\$ 90 (G)

	MESH PANEL TOTES 3,000 IMPRESSIONS MAXIMUM		COTTON/JUTE TOTES 3,000 IMPRESSIONS MAXIMUM	
	SCREEN PRINT	COLORVISTA	SCREEN PRINT	COLORVISTA
2 working days	Not available.	Not available.	\$150 (G)	Not available.
3 working days	\$120 (G)		\$120 (G)	\$120 (G)
4 working days	\$105 (G)		\$105 (G)	\$105 (G)
5 working days	\$ 90 (G)		\$ 90 (G)	
6 working days	Does not apply.	\$80 (G)	Does not apply.	Does not apply.
7 working days		\$70 (G)		
8 working days		\$ 60 (G)		

SHIPPING

METHOD—Please specify your in-hands date and requested shipping method. As it is common for **BAG MAKERS** to ship orders early, we reserve the right to determine the appropriate shipping method to meet your deadline.

SPECIAL FREIGHT FEES—Additional fees are incurred for COD, inside, residential, international or re-delivery, as well as deliveries to Alaska, Hawaii, and Puerto Rico. International freight and duty fees—with the exception of Canada—must be charged on customer's freight account. **BAG MAKERS** reserves the right to submit supplemental invoices after the original invoice for additional fees, freight, duties, and taxes as necessary.

ADDITIONAL CHARGES

ADDITIONAL SERVICES—Special boxing, poly-bagging, and slip-sheeting options are available. Please call for a quote and other special packaging requests (See page 79 for details).

ART AND GENERAL ART PROOF CHARGES—See page 132.

BROKEN BOX CHARGE (Plain Bags only)—\$10 (G) per address. A Broken Box is any quantity less than a full box count and varies per product. Please refer to the specific product page's shipping information for the full box count.

CUSTOM IMPRINT COLORS—See page 131.

LESS-THAN-MINIMUM—\$50 (G). Minimum is 50% of first-column quantity. Less-than-minimum not available on Digital Full-Color orders.

PLATE CHARGES—Apply to all new orders and re-orders with changes. A plate is required for each color and each unique design. Refer to the individual product page for the applicable plate charge.

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GENERAL ORDER INFORMATION

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- **Art Edits After Approval for Production:** A plate charge per color, per design, will be incurred to remake the plate(s).
- **Reorders:** There is no plate charge for an exact reorder if the order was printed within the past 36 months. If the reorder requests changes to the artwork or type, removes or adds elements of the artwork, or adds imprint locations, it will be treated as a new order and will incur plate charges.

PRE-PRODUCTION SAMPLES

Bags: \$70 (G) per sample/per imprint method PLUS all plate, screen, and/or set-up charges. We provide 10 bag samples per order. We will apply a \$70 (G) credit to your final order for the approved pre-production sample. Pre-production charge does not get credited for Digital Full-Color process.

Ribbon: \$70 (G) per sample/per imprint method PLUS all plate or set-up charges. We will provide 20 inches of ribbon sample per order.

SCREEN CHARGES—Apply to all new orders and reorders. A screen is required for every color/every unique design/every location. Refer to the individual product page for the applicable screen charge.

Art Edits After Approval for Production: \$50 (G) per color, per design, to remake the screen(s).

SPARKLE DECORATION SET-UP CHARGES—Apply to all new orders and reorders. Refer to the individual product page for the applicable set-up charge.

SPLIT SHIPMENTS—\$12 (G) per additional address.

SUBLIMATION SET-UP CHARGES—Apply to all new orders and reorders. Refer to the individual product page for the applicable set-up charge.

VIRTUAL SAMPLES—See page 132.

ARTWORK GENERAL INFORMATION

IMPRINTING

Imprints are added to pre-constructed bags, so folds, gussets or other restrictions may impact the available imprint area or ability to print. In addition, a multicolor design may require the bag to pass through the press an additional time for each color, depending on the print process. **BAG MAKERS** requires a minimum space between each ink color to accommodate unavoidable bag movement and color shifting that occurs during production. **COLORVISTA**, Digital Full Color, Sparkle, and Sublimation are not subject to this space requirement. Please call for spacing requirements for orders using multiple print processes. Color tints/shades/tones may fluctuate up to 5% within a print run or reorder.

CUSTOM IMPRINT COLORS

- **Screen Print Ink:** Call for availability and pricing.
- **Flexo Ink:** \$62.50 (G) per color. PMS color matching available on White bags only.
- **COLORVISTA, Digital Full Color, Foil Hot-Stamp, Sparkle, and Sublimation:** Not available.

STANDARD IMPRINTING COLORS

Please see page:

- 133** for Flexo Ink Printing
- 134** for Foil Hot-Stamp
- 135** for Screen Printing
- 136** for **COLORVISTA**
- 137** for Sparkle Decoration
- 138** for Sublimation
- 139** for Digital Full Color

PANTONE® GUIDE BOOKS—Choosing The Right Imprint Color*

Flexo Ink Imprinting on Plastic Bags—Use the **Pantone PLUS Formula Guide—Solid Coated** to choose colors.

Flexo Ink Imprinting on Uncoated and Kraft Paper Bags—Use the **Pantone PLUS Formula Guide—Solid Uncoated** to choose colors.

Sublimation, Digital Full Color, and COLORVISTA Imprinting—Use the **Pantone PLUS CMYK Guide** or **Pantone PLUS Color Bridge Guide—Coated** to choose colors.

*Color tints/shades/tones may fluctuate up to 5% within a print run or reorder. PMS color matching is not available for Screen Print, Foil Hot-Stamp, ColorVista, Sparkle Decoration, Sublimation, or Digital Full Color.















QUESTIONS ABOUT YOUR ARTWORK

We invite you to submit a copy of your artwork to ArtInquiry@BagMakersInc.com before you place your order. We can review your design—generally within 24 hours—and make recommendations for achieving the best possible imprint.

ELECTRONIC PLATFORM

We are Macintosh OS X-based. Fonts in all files (Mac or PC) should be converted to outlines, paths, or curves.

ART PROGRAMS • FORMATS • MULTICOLOR IMPRINTING

PRINT METHOD	ACCEPTABLE FILE FORMATS
	
	
	
	
	
	
	

See pages 133-139 for artwork specifications for each imprint method.

Files created in other programs or formats not listed on the art specification pages may not be usable or may incur additional art charges for conversion. Please refer to the ART CHARGES section on page 132.

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ARTWORK GENERAL INFORMATION

FOR PRODUCTS SHOWN ON PAGES 2-107

Please refer to the following pages for complete artwork specifications for each imprint process.

ART PLACEMENT AND SIZING

Unless otherwise specified on your purchase order, all artwork will be sized to the maximum imprint dimensions and centered in the product's standard imprint area. Due to product construction, this may not be the exact center of the bag. Bag imprint templates are available for download on our website.

ARTWORK SUBMISSION

E-mail: Please submit your purchase order (P.O.) and art files together in the same email to Orders@BagMakersInc.com. Include your P.O. number and company name in the email subject field. Please include a PDF or JPEG copy (proof) of your design so we can confirm the integrity of your electronic submission. We suggest that you compress (zip or stuff) your file or folder for transmission efficiency and protection from corruption.

For art that is too large to email, you may use our free file-sharing site, dropmyfile.com. You may also use other free file-sharing sites that do not require you to create an account, such as wetransfer.com or mailbigfile.com. Please enter Art@BagMakersInc.com as the recipient's email, and provide your name, company name, contact information and P.O. number in the message field. This will help us match your artwork to your order.

Media: Please use a Macintosh-compatible CD, DVD, or Flash Drive, labeled with your P.O. number, company name, and contact information. Please include a printout of your art for proofing purposes along with your disk. On orders with multiple spot-colors, please indicate color breaks on your printout.

ART CHARGES

- Creative Artwork Services: \$60 (G) per hour. First hour is free.
- Minimum Artwork Service Charge: \$30 (G).
- Proof Revisions: \$12 (G) each. *First revision is free with an electronic proof.*

These art rates do not apply to virtual proofs and Design Centre orders.

VIRTUAL SAMPLE CHARGES

\$30 (G). A virtual sample is a digital representation showcasing your artwork on a photographic image of your bag choice. It is provided for conceptual purposes to simulate your design as an actual printed item and is not a proof.

Example of virtual sample



VISTASCAN CHARGES—Digital Barcode Technology



Imperceptible Digital Barcodes are an added-value print enhancement available using **BAG MAKERS'** ColorVista, Sublimation, or Digital Full-Color print processes. The digital technology and service activation is provided by Digimarc Corporation.

BAG MAKERS—No charge for art set-up or embedding and testing one Digital Barcode per design/order. Multiple Digital Barcodes within one design or one order may incur additional art set-up charges based on the additional number of Digital Barcodes and complexity of the art set-up. Art charges are \$60 (G) per hour with a minimum charge of \$30 (G). Call for a quote.

DIGIMARC—A service fee of \$50 (Z) per each Digital Barcode is paid directly to DIGIMARC by the DIGIMARC account owner. **BAG MAKERS** does not collect or pay this fee. Visit www.digimarc.com/discover/pricing for more details. For more information about Digital Barcode technology, please visit BagMakersInc.com/Imprint/VistaScan or email VistaScan@BagMakersInc.com.

QR CODES

If your imprint includes a QR code, please follow these basic guidelines to ensure optimum code functionality. Visit our website for more details.

PRINT METHOD	CAN WE PRINT IT	MINIMUM SIZE	IMPORTANT GUIDELINES
COLORVISTA DIGITAL FULL COLOR SUBLIMATION	YES	1.5" square	<ul style="list-style-type: none"> • A White background and border space must surround the code in order to create a clean, unobstructed scannable code.
FOIL HOT-STAMP	YES	1.5" square	<ul style="list-style-type: none"> • For best results, the bag color should be White or frosted only. • Only gloss Black foil is available. • Due to the bag texture, Matte Shoppers are not available for QR Codes.
FLEXO INK	YES	1.5" square	<ul style="list-style-type: none"> • For best results, the bag color should be limited to White only. • Not available on hi-density bags.
SCREEN PRINT SPARKLE	NO	N/A	Not available.

