

TEA TOWEL ORDER FORM

Please complete & email: info@kedesign.com.au

Individual or business name:

Telephone: Email:

Delivery address:

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Circle **Fabric type:** Pure Oatmeal Linen Premium Cotton Recycled eco Fabric RPET
 Linen Cotton Blend Standard Cotton Recycled Organic Cotton

Quantity Minimum order 50 tea towels (25 per design)

Do you require a **tag / Label** **Y N** Please circle KE Design loop Generic Own Supplied

Do you require your tea towels presented in a **Custom Band Y N** or **Custom Box Y N**

ARTWORK

We work with EPS, PDF, Ai, PSD & PNG files (no larger than 20mb) CMYK colour mode. Please outline all fonts/text to curves. Suggested resolution 300dpi at size. For optimal print result, we recommend text to be no smaller than 14pt. Please email artwork to info@kedesign.com.au

Please supply Cotton & Linen artwork size 725mm x 525mm and ECO REPET 750mm x 500mm
To allow for sewing - Please place important text or images 15mm from the outside edges of design.

Do you require **artwork assistance** **Y N** (See below for details)

Has **artwork** been sent with this order **Y N** File Name File mb size.....

Is your file at **correct size** **Y N** (Linen & Cotton 725mm x 525mm ECO RPET 750mm X 500mm)

We strongly recommend pre-production samples for first runs to ensure you are happy with the end result. Pre-production samples are available \$80.00 + GST. This amount will be credited to your full order (first runs only). We batch all samples and process them once a week.

Do you require a physical **pre-production sample** **Y N**

ORDER PROCESS

Once we receive your order form and design we will email you a proof for you to approve. After you have approved the design a 30% deposit is required to commence production. Unless otherwise arranged, please allow 2-3 weeks to receive your order from approval date. Payment in full is required prior to dispatch

Artwork assistance is available and charged at \$100.00 p/h, (minimum of 15 minutes).

Alterations to designs or quantities after confirmation may result in fees payable.

Confirmed by Date