

## Description of Art Charges

1. "Print Ready Art" or "Camera Ready Art" as described below may not incur an "Art Charge" or "Color Separation Charge."
  2. "Name Drops/Basic Text layouts" as described in our catalog may not incur an "Art Charge" or "Color Separation Charge."
  3. Any "Client Supplied Art" sent in the specified formats below in color but not color separated may incur a "Color Separation Charge" but not an "Art Charge."
  4. A 1 color job may not incur an "Color Separation Charge."
  5. Any art using "Half Tones" will incur additional charge per plate using half tones.
  6. Any art given to us to scan will incur a charge per scan.
  7. Any art given for embroidery that requires Team Wearhouse to digitize, it will incur a "Digitizing Charge."
- \*Files should be submitted via email or CD in a format stated below. All submitted files are subject to review by Team Wearhouse Inc. If client is supplying us with print ready art, it must be supplied to us at the time order is placed to avoid a delay of the order and should be accompanied by a Purchase Order Number.*

## Description of Client Supplied Art

### - Screen Printing - "Print Ready Art" or "Camera Ready Art"

#### Vector Art:

- File saved as an Adobe Illustrator ".ai" format, Adobe Illustrator ".eps" file format or as a ".ps" format.
- If there is any text, all text needs to be converted to outlines.
- Art in file set to, or close to the actual print size (if you want as large as possible, we can adjust size.)
- File must include your art shown in colors to be printed, as well as a "color separated" version.
  - "Color Separated" means a black plate for each screen with center registration marks.

#### Photos:

- A high resolution (250 ppi [pixels per inch] - 300ppi) at the actual size needed to be printed.
  - File must include your art shown in colors to be printed, as well as a "color separated" version.
    - "Color Separated" means a black plate for each screen with center registration marks.
- Separated files need to be saved as either a Photoshop ".psd" file or as separate ".tif" files for each plate.

### - Applique - "Print Ready Art" or "Camera Ready Art"

- File saved as a plotter ".plt" format or a ".dst" format at the proper size.

### - Embroidery - "Print Ready Art" or "Camera Ready Art"

- File needs to be in a ".dst" format saved at the proper size.

**- Screen Printing -  
Name Drops/Basic Text layouts  
& "Client Supplied Art" that is not Camera Ready**

**Vector Art:**

- File saved as an Adobe Illustrator ".ai" format, Adobe Illustrator ".eps" file format, a ".ps" format or a ".pdf" document.
- If there is any text, all text needs to be converted to outlines.
- File must include your art shown in colors to be printed

**Photos:**

- A high resolution (250 ppi [pixels per inch] - 300ppi) at the actual size needed to be printed.
- File must include your art shown in colors to be printed. Separated files need to be saved as ".tif" format, ".eps" format, ".psd" format and ".jpg" format.

**"Class of..." Designs with Students Names**

**- Screen Printing -  
Students Names Typed Out**

- File needs to be saved in a ".txt" or a ".doc" file. File should be saved with no extra spaces or returns between names, also document should have **no columns**. The file should simply have the first name followed by last name with a comma, bullet or dash separating one name from the next. (*John Smith, Jane Johnson*)
- File should be emailed to [art@teamwearhouse.com](mailto:art@teamwearhouse.com) or on a CD **not** submitted on a floppy disk.
- These jobs will incur an "Art Charge" as well as a "Color Separation Charge" if art is more then 1 color.

**Students Names Signed**

- Names should be signed in a **black felt tip marker**, clearly on a clean white piece of paper.
- These jobs will incur an "Art Charge," a "Color Separation Charge" (if art is more then 1 color) as well as a charge to scan the signatures.