

# GENERAL ORDER INFORMATION

FOR PRODUCTS SHOWN ON PAGES 1-163

## ORDERING

We sell our products through a national network of promotional marketing distributorships that specialize in creative marketing and custom-imprinted merchandise.

Please submit purchase order (P.O.) and art files in the same email to [Orders@BagMakersInc.com](mailto:Orders@BagMakersInc.com). Include your P.O. number and company name in the email subject field. Please provide a PDF or JPEG copy (proof) of your design to allow us to confirm the integrity of your electronic submission. We recommend compressing (zipping) your file or folder for transmission efficiency and protection from corruption.

## 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 and review of credit applications 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 website.

## PRODUCT SPECS

Product dimensions, colors, and other features may vary slightly within acceptable industry standards.

## 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 final approval of your order and credit. Orders that request larger-than-catalog quantities or multiple print locations/colors that exceed 3,000 impressions 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. Please check **BAG MAKERS'** website for current production times.

**RUSH SERVICE**—Please call for availability. See chart on next page.

- 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 **Brilliance, Direct Print, Marquee, Sparkle, or Sublimation**.

**UNIMPRINTED ORDERS**—Ship next business day, pending pre-pay or credit approval. Please allow extra days for quantities larger than 3,000 and orders shipping by truck service.

## 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.

**ART AND GENERAL ART PROOF CHARGES**—See page 184.

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

**BROKEN BOX CHARGE** (Plain Bags only)—\$10 (G).

A Broken Box charge applies to the first box that doesn't meet the full case count, per order and per bag style. Please refer to the specific product page's shipping information for the full box count.

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

**CUSTOM IMPRINT COLORS**—See page 183.

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

**LESS-THAN-MINIMUM**—\$60 (G). Minimum is 50% of first-column quantity. Less-Than-Minimum applies to all orders less than minimum quantity and not in the same bag family.

**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.

- **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.

**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 each color and each unique design. Refer to the individual product page for the applicable screen charge.

**Art Edits After Approval for Production:** \$55 (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**—\$6.25 (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**—Free of Charge.

All Printed Bags UP TO 3,000 IMPRESSIONS							
	Flexo Ink Print	Screen Print	Foil Print	COLORVISTA	Chromatic	Digital Full Color	Dynamic Color
Same day	\$150 (G)	Not available.	Not available.	Not available.	Not available.	Not available.	Not available.
24-hour service	\$125 (G)						
2 working days	\$115 (G)						
3 working days	\$100 (G)	\$100 (G)	\$100 (G)	\$100 (G)	\$100 (G)	\$100 (G)	\$100 (G)
4 working days	Does not apply.	Does not apply.	Does not apply.	\$85 (G)	\$85 (G)	\$85 (G)	\$85 (G)
5 working days				\$70 (G)	\$70 (G)	\$70 (G)	\$70 (G)
6 working days				\$60 (G)	\$60 (G)	\$60 (G)	\$60 (G)
7 working days				\$50 (G)	\$50 (G)	\$50 (G)	\$50 (G)

## ARTWORK GENERAL INFORMATION

FOR PRODUCTS SHOWN ON PAGES 1-163

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

### 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, Direct Print, Dynamic Color, Chromatic, 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, Brilliance, Digital Full Color, Direct Print, Dynamic Color, Chromatic, Foil Print, Marquee, Sparkle, and Sublimation:** Not available.

### STANDARD IMPRINTING COLORS

Please see page:

185 for Flexo Ink Print	187 for Digital Full Color
185 for Foil Print	187 for Chromatic
186 for Screen Print	187 for Brilliance
186 for COLORVISTA	187 for Marquee
186 for Sublimation	187 for Dynamic Color
186 for Direct Print	188 for Sparkle

### PANTONE® GUIDE BOOKS—Choosing The Right Imprint Color\*

**Chromatic Imprinting on Uncoated and Kraft Paper Bags**—Use the [Pantone PLUS CMYK Guide](#) or [Pantone PLUS Color Bridge Guide—Uncoated](#) to choose colors.

**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, Direct Print, Dynamic 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 match is only available on White bags imprinted with Flexo Ink Print.

### QUESTIONS ABOUT YOUR ARTWORK

We invite you to submit a copy of your artwork to [ArtInquiry@BagMakersInc.com](mailto: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 Mac OS based. Fonts in all files (Mac or PC) should be converted to outlines, paths, or curves.

### ART PROGRAMS • FORMATS • MULTICOLOR IMPRINTING

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.

### 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](mailto: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.

You may also use a free file-sharing site such as [wetransfer.com](http://wetransfer.com) or [mailbigfile.com](http://mailbigfile.com). Please enter [Art@BagMakersInc.com](mailto: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.

*Continued on next page...*

# ARTWORK GENERAL INFORMATION

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

## ART CHARGES

- Email Proof: Free. May take up to 2 business days from receipt of required artwork and complete purchase order.
- Creative Artwork Services: \$60 (G) per hour. First hour is free.
- Proof Revisions: Free

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



















## COPYRIGHT & REGISTERED TRADEMARKS

**BAG MAKERS** is unable to typeset, modify, or alter logos or artwork with a registered trademark or service mark. Modifications may violate or infringe on the owner's rights or brand guidelines. This includes, but is not limited to:

- Removing or adding service marks (®, TM, SM, ©)
- Adjusting line thickness
- Changing font styles
- Modifying colors, size, spacing, or clear space surrounding the logo.

Any alterations needed to artwork that contains a copyright or registered mark should be provided by the company that owns the rights to the artwork.

## FONT AND LINE SIZE CHART

6-POINT font	
8-POINT font	
9-POINT font	
10-POINT font	
11-POINT font	
12-POINT font	
13-POINT font	
14-POINT font	
15-POINT font	
16-POINT font	
	
	
	
	
	
	
	
	

## 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
<b>CHROMATIC</b> <b>COLORVISTA</b> <b>DIGITAL FULL COLOR</b> <b>DYNAMIC COLOR</b> <b>DIRECT PRINT</b> <b>SUBLIMATION</b>	YES	1.5" square	<ul style="list-style-type: none"> <li>• A white background and border space must surround the code in order to create a clean, unobstructed scan.</li> </ul>
<b>FOIL PRINT</b>	YES	1.5" square	<ul style="list-style-type: none"> <li>• For best results, the bag color should be white or frosted only.</li> <li>• High contrast, dark imprint color is recommended.</li> <li>• Due to the bag texture, Matte Shoppers are not available.</li> </ul>
<b>FLEXO INK PRINT</b>	YES	1.5" square	<ul style="list-style-type: none"> <li>• For best results, the bag color should be limited to white only.</li> <li>• Not available on hi-density bags.</li> </ul>
<b>BRILLIANCE</b> <b>MARQUEE</b> <b>SCREEN PRINT</b> <b>SPARKLE</b>	NO	N/A	Not available.



Actual size 1.5" square.



\* Product and imprint colors shown throughout this catalog may vary slightly from actual product colors due to the inherent limitations in printing.