

TERMS AND CONDITIONS

Telephone Orders: 705-326-7080
800-846-3147

Fax Orders: 705-326-7405

Email Orders: sales@artechcanada.com

Terms: **COD** ~ All orders shipped COD (cash or money order). Customers may make payment by company cheque upon credit approval.

NET TERMS ~ Open terms are granted to customers with excellent sales and credit history.

RETURNED CHEQUES ~ All NSF cheques will have \$20.00 service charge added to their account.

We accept Visa, Master-Card and American Express Credit Cards.

Minimum Orders: All orders of less than \$200.00 will carry an automatic \$20.00 service charge. T-shirts and hats – 24 pieces each

Claims & Returns: No returns will be accepted without authorization. Claims due to factory defects or shortages must be received within five (5) days of receipt of merchandise and are subject to approval. No returns of printed merchandise will be accepted. All returns are subject to a 20% restocking charge (minimum \$20.00) in addition to freight and COD charges. We will not accept responsibility for discrepancies in sizes, colours or styles on goods that have been shipped to a third party.

Shipping: Orders will be shipped via Canpar Courier Service. All freight FOB point of origin. For COD shipments, the cost of shipping includes a COD charge.

Prices: Prices are subject to change without notice. All prices are subject to GST and PST unless a tax exemption form is completed and on file.

Size Surcharges: Add \$2.00 to garment cost for XXL sizes.
Add \$5.00 to garment cost for XXXL sizes.

Art Work

Requirements: Vector art (Line Drawn) either in Adobe Illustrator or Corel Draw format (.AI, .EPS or .CDR) CDR is preferred. Supplied Artwork (Paper, T-shirt, Disk, Email). No Bitmap Images such as .BMP, .GIF, .JPG (.TIF files can be acceptable under rare circumstances).

Silk Screening:

- 12 – 48 pieces \$8.95 ~ 1 colour, 1 location + \$30.00 set-up (extra location \$1.00)
- 48 – 144 pieces \$6.95 ~ 1 colour, 1 location + \$30.00 set-up (extra location \$1.00)
- Back \$2.00
- Sleeve \$2.00
- Additional colour \$0.50 per colour
- Screens \$30.00 per colour
- Re-burn \$15.00 per colour
- Art charges will apply if customer cannot supply vector ~ \$50.00 per hour
- It is the customer's responsibility to select ink colours. We will assist wherever necessary.

Minimum quantities

24 pieces – 1 colour
48 pieces – 2 colours
72 pieces – 3 colours
96 pieces – 4 colours

Embroidery:

- Price includes pocket size logo
- Names \$5.00 each
- Fullbacks \$20.00 - \$50.00
- Additional hit up to 10,000 stitches \$5.00 (price may be able to go to \$3.00 depending on quantity and what is being embroidered) i.e.: 48 hats with website embroidered on the back.
- Disks ~ standard pocket \$125.00
~ full-backs \$250.00 and up
- Minimum order ~ \$200.00 or under minimum surcharge applies (\$20.00)
- It is the customer's responsibility to select thread colours. We will assist wherever necessary.

~ Ink / Embroidery colours must be specified on work orders

~ If customer has more than one logo, give brief description.

~ Customers are to sign work order. This is a contract agreement.

~ Rush order fee of \$50.00.

~ Order turn-around is normally 2 weeks, however in our busy times, can be 3 weeks (embroidery and screening).

~ New customers are required to give a deposit when order is placed and balance is due at time of delivery.

~ New customer info sheets need to be handed into the accounting office so account can be set up.

~ Orders will not be processed unless work order is complete.

~ Event orders must be put in red folders; this brings special attention to the order.

CHARGES

ARTWORK		\$	30.00 / hour
EMBROIDERY	Digitizing Logo (up to 8000 stitches)	\$	100.00
	(over 8000 stitches) Per 1000 stitches	\$	0.50
	Dakota – Designs (small / pocket logo)	\$	75.00
	Dakota – Designs (Larger / full back logo)	\$	150.00
	Full Back Imprint (Letters Only)	\$	20.00
	Full Back Imprint (Larger, detailed designs)		QUOTE
	Editing Logo (full back)	\$	30.00
	Program Charge (stock fonts only)	\$	25.00
	Names	\$	5.00
	Numbers	\$	5.00
Additional Positions	\$	5.00	
Hat Backs	\$	3.00 – 5.00	
HEAT SEAL	#’s (all sizes)	\$	2.00
	Letters	\$	0.50
SCREENING	Back Imprint	\$	2.00