

THE T-SHIRT MAKING PROCESS

1

SUBMIT A CREATIVE REQUEST

Creative Requests are available online @ asi.cpp.edu/services/marketing-design-pr and also in person at the MDPR office located on the second floor of the Bronco Student Center, room 2002.

Include...



QUANTITY

The **most** important piece of information is the quantity of shirts. Include the quantity of each t-shirt size.



SIZE

T-shirt Sizes XS to XXL share a similar cost and larger sizes require an additional cost. T-shirt sizes are available in unisex and female.



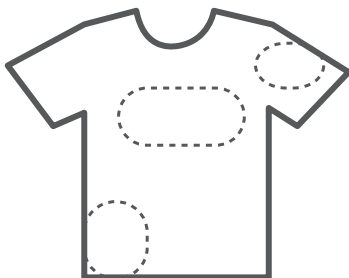
T-SHIRT COLOR

T-shirt Color selection can vary based on the brand. Our most popular brands that you can choose from are **American Apparel** (more \$) and **Gildan** (less \$). We can also print on shirts that you provide.



INK COLOR

Ink Color selection consists of the basics but also includes some metallic colors. More colors = More \$. Dark t-shirt colors require extra ink (basecoat + specified ink color).



LOCATION

Locations available for print include:

<i>Front</i>	<i>Back</i>	<i>Sleeve</i>
top center bottom left chest right chest	top center bottom	left right

Artwork can be placed within an inch of any of the garments edges but not flush with them. More locations = More \$.



2 T-SHIRT ARTWORK

WHO IS DESIGNING THE ARTWORK?



You

Please provide the digital artwork as an **.Eps** or **.Ai** file format.



*Marketing, Design
and Public Relations*

Once the quote is approved we will begin work right away and the client will be contacted by the designer assigned to the project.

A designer will contact the client once the t-shirts have arrived.
The client can then pick up the t-shirts at the MDP&R office and sign out for them.