

# Tech Sheet - Desk Bars

**Size Available:**

Description	Overall Size
Black Marble Desk Bar	2" H x 8" W x 2" D
Green Marble Desk Bar	2 3/16" H x 8" W x 2" D
Green Marble Desk Bar with Business Card Slot	2 1/4" H x 8" W x 2" D
Walnut Desk Bar with Gold InLay Letters/Borders	2 1/2" H x 8 1/2" W x 2" D
	2 3/8" H x 10 1/2" W x 2" D
Walnut Desk Bar with Plastic Engraved Sign	2 1/2" H x 8 1/2" W x 2" D
	2 3/8" H x 10 1/2" W x 2" D
Walnut Desk Bar with Business Card Slot and Black/Brass Name Plate	1 1/4" H x 8" W x 2 3/8" D

**Process:**

All Desk Bars and Desk Bars with Signs/Plates are laser engraved

**Material:**

**Black Marble Desk Bar**

- Black marble with white engraving

**Green Marble Desk Bar**

- Green marble with gold engraving

**Green Marble Desk Bar with Business Card Slot**

- Green marble with gold engraving
- Slot fits standard 3 1/2" long business cards

**Walnut Desk Bar with Gold InLay Letters/Borders**

- Walnut desk bar
- Gold Foil inlay or overlay, if overlay is wanted please specify inlay is standard process

\*\*Inlay - gold is engraved

\*\*Overlay - gold is on surface (not engraved portion of the design), engraving shows as walnut

**Walnut Desk Bar with Plastic Engraved Sign**

- Walnut desk bar
- 2-ply colored plastic
- Sign is adhered with adhesive strips to walnut bar
- Replacement signs are available
- 37 color combinations available for plastic sign (shown below)



White Sign  
Black Lettering



Blue Sign  
White Lettering



White Sign  
Blue Lettering



White Sign  
Red Lettering



Oak Sign  
White Lettering



Black Sign  
White Lettering



Red Sign  
White Lettering



Gold Sign  
Black Lettering



Yellow Sign  
Black Lettering



Green Sign  
White Lettering



Burgundy Sign  
White Lettering



Silver Sign  
Black Lettering



Dark Brown Sign  
White Lettering



Walnut Sign  
White Lettering



Light Gray Sign  
Burgundy Lettering



Teal Sign  
White Lettering



Gray Sign  
White Lettering



Gray Sign  
Black Lettering



Light Gray Sign  
Blue Lettering



White Sign  
Green Lettering



Light Blue Sign  
White Lettering



Pine Green Sign  
White Lettering



Parchment Sign  
Black Lettering



Navy Blue Sign  
White Lettering



Medium Brown Sign  
White Lettering



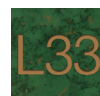
Purple Sign  
White Lettering



Black Marble Sign  
White Lettering



Charcoal Gold  
Fleck Sign  
Gold Lettering



Green Gold  
Fleck Sign  
Gold Lettering



Rustico Granite Sign  
Gold Lettering



Gold Sign  
Burgundy Lettering



Brushed Gold Sign  
Black Lettering



Dark Gray Sign  
White Lettering



Platinum Marble Sign  
Black Lettering



Black Sign  
Gold Lettering



Black Sign  
Silver Lettering



Ivory Sign  
Brown Lettering

All stocks are available for full color process.  
Plastic stock color impacts how colors print.  
Dark stock colors are not recommended as the ink may not show well.

**Material:** Walnut Desk Bar with Business Card Slot and Black/Brass Name Plate

- Walnut desk bar
- Black/Gold Brass plate
- Replacement signs are available
- Gold border cannot be changed or removed as it is part of the black/brass plate
- Plate is drilled on walnut bar
- Slot fits standard 3½" long business cards

**Production Time:** 2 working days

*\*Quantities of 50 or more may require additional production time.*

**Setup Charge:** FREE

**Art Charges:** Minor artwork adjustments can be made with no additional fees applied. This would include items such as slight modification to size and/or color, name/text changes, and artwork clean up (i.e. removing spots from scanned artwork). These alterations should take no longer than 10-15 minutes to complete. Additional design/layout/color assistance is available for an hourly rate. This would include items such as color matching or color separation, logo redraw/manipulation or any additional layout design work needed on artwork.

**Standard Offering Sizes:**

Item Number	Description	Overall Size H" x W" x D"	Engraved Sign Finished Size H" x W"	Artwork/Imprint Area H" x W" <small>Engraving cannot bleed</small>
4BK-86993	Black Marble Desk Bar	2" x 8" x 2"	n/a	1¼" x 7¾"
4GM-00381	Green Marble Desk Bar	2¾" x 8" x 2"	n/a	1½" x 7¾"
4GM-00380	Green Marble Desk Bar with Business Card Slot	2¼" x 8" x 2"	n/a	2" x 7¾"
4LH-X8RF	Walnut Desk Bar with Gold InLay Letters/Borders	2½" x 8½" x 2"	n/a	1¼" x 7½"
4LH-X10RF	Walnut Desk Bar with Gold InLay Letters/Borders	2¾" x 10½" x 2"	n/a	1¼" x 9½"
4EH-32208	Walnut Desk Bar with Plastic Engraved Sign	2½" x 8½" x 2"	2" x 8"	1¾" x 7¾"
4EH-32210	Walnut Desk Bar with Plastic Engraved Sign	2¾" x 10½" x 2"	2" x 10"	1½" x 9½"
4MH-53508	Walnut Desk Bar with Business Card Slot and Black/Brass Name Plate	1¾" x 8¼" x 2¾"	1¼" x 8"	1½" x 6¾"

**Custom Offer Sizes:** Desk bars are stock sizes only, custom sizes are not available

**Art Requirements:**

- 100% Black artwork
- Engraving files should be the finished size. See Artwork/imprint safe area and finished sizes listed in the standard offering section.
- Engraving artwork/imprint area cannot bleed.
- Artwork is not necessary to provide if there are no logos and only text needed. If only text is required the typestyle, upper/lower case along with text position should be indicated with the order. If no point size of text is given we will use our best judgement.
- Artwork cannot have screens.
- Artwork with a border design should have a minimum thickness of 4pt., if design has double borders the space between the borders should be a minimum of ¼".
- \*\*Walnut bar with business card slot comes with gold board design should not be included as part of the artwork. It is part of the pre-cut stock and cannot be removed.
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas.
- Minimum Engraving Point Size: Block Fonts = 12pt., Script Fonts = 24pt.
- \*\*please note the following typestyles are also not available in a point size less than 24 pt. American Std Roman, University Roman, Burin Sans Regular, Amazone BT Regular, AT Commercial Script Regular, AT Isadora Regular, Murray Hill Bd BT Bold, Park Avenue, Ribbon 131 Bd BT Bold, Shelley Allegro Script, Snell Roundhand LT Std Script
- Minimum 300 dpi, 600 dpi is recommended for highest quality output
- File formats should be Tiffs, PDFs or Illustrator files with the fonts embedded in the file, *\*PDF files are preferred*
- Do not include any punctuation in the PDF file name and keep the name as short as possible

**Order Process:** Electronic or Manual

**Proofs:** **Emailed Electronic PDF Proofs**, add 2 working days to the item production. First proof is free of charge. Additional proofs available for an additional charge. Production time begins after receipt of complete order including proof approval.

**Production Samples**, physical product proofs are available using customer artwork. These are offered at a % off the one quantity price. Standard production times will apply.

**Complimentary Proof** may be required for certain orders to ensure satisfaction. Production time will be begin upon approval of the proof.

**Product Weight:****NOTE:** weight shown is for (1)

Description	Overall Size H" x W" x D"	Product Weight lbs.
Black Marble Desk Bar	2" x 8" x 2"	1.7
Green Marble Desk Bar	2¾" x 8" x 2"	1.7
Green Marble Desk Bar with Business Card Slot	2¼" x 8" x 2"	2.31
Walnut Desk Bar with Gold InLay Letters/Borders	2½" x 8½" x 2"	0.55
Walnut Desk Bar with Gold InLay Letters/Borders	2¾" x 10½" x 2"	0.85
Walnut Desk Bar with Plastic Engraved Sign	2½" x 8½" x 2"	0.59
Walnut Desk Bar with Plastic Engraved Sign	2¾" x 10½" x 2"	0.9
Walnut Desk Bar with Business Card Slot and Black/Brass Name Plate	1¼" x 8¼" x 2¾"	0.6

**Packaging:**

Box shipping container depending on the desk bar.

Multiple desk bars will ship in one shipping container, multiple containers pending size and quantity.

**Changes or Cancellations:**

Changes to orders in progress may require additional charges and/or time. Cancellations for orders in progress will require payment for the order.

**Application/Care****Marble Desk Bars**

- Water/non-Invasive cleaning solution or granite cleaner

**Walnut Desk Bars**

- Wood cleaner

**Walnut Desk Bar with Brass Name Plate**

- Wood cleaner for walnut bar, non-invasive cleaning solution on brass plate or brass/metal cleaner