

Tech Sheet - Engraved Bag Tags

Size Available: 1 standard size available; custom sizes available

Process: Laser engraved



1-sided

Vertical or Horizontal Orientation

**Horizontal is standard*

Material:

- 1/16" thick, 2-ply colored plastic
- Includes leather strap for hanging
- Slot location standard is on the left side centered vertically for horizontal orientation. Slot location standard is top centered horizontally for vertical orientation. If slot is not desired please indicate with order.
- No bevels is standard on engraved bag tags, bevel is available upon request
- Round corners are standard, if square corners are desired please specify
- 37 standard color combinations available (shown below)
- Colors may fade over time if used outdoors

 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	<p>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.</p>		

Production Time: 1 working day

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

Set-up 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 Size:

Item Number	Imprint Area Size H" x W" <small>Engraving cannot bleed</small>	Finished Size H" x W"
4LT-5	1 3/4" x 2 1/4"	2" x 3"

Custom Offer Size:

Process	Custom	Imprint Area Size H" x W" <small>Engraving cannot bleed</small>	Finished Size H" x W"
Engraving	Minimum	1½" x 1½"	2" x 2"
Engraving	Maximum	3½" x 3½"	4" x 4"

Artwork Requirements:

- 100% Black artwork
- Engraving files should be the finished size. Artwork/imprint safe area needs to be ¼" away from the finished size on all sides, including slot.
- 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 ⅛".
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas.
- Minimum Engraving Point Size: Block Fonts = 8pt., 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.

Packaging:

Box shipping container.

Multiple bag tags will ship in one shipping container, multiple containers pending 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.

Artwork Requirements: Engraved Snap-on Badges

- 100% Black artwork
- Engraving files should be the finished size. Artwork/imprint safe area needs to be ¼" away from the finished size on all sides.
- 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".
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas.
- Minimum Engraving Point Size: Block Fonts = 8 pt., Script Fonts = 24 pt.
- Gold Brass and Silver Plates are only available with Rotary fonts: Helvetica Medium, Futura Standard, Times New Roman, Contemporary Caps, Script, Gothic, Cursive, Optima and Fineprint Std Regular
- **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 begin upon approval of the proof.

Packaging:

Box shipping container depending on the size and quantity of the badge.

Multiple badges 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.