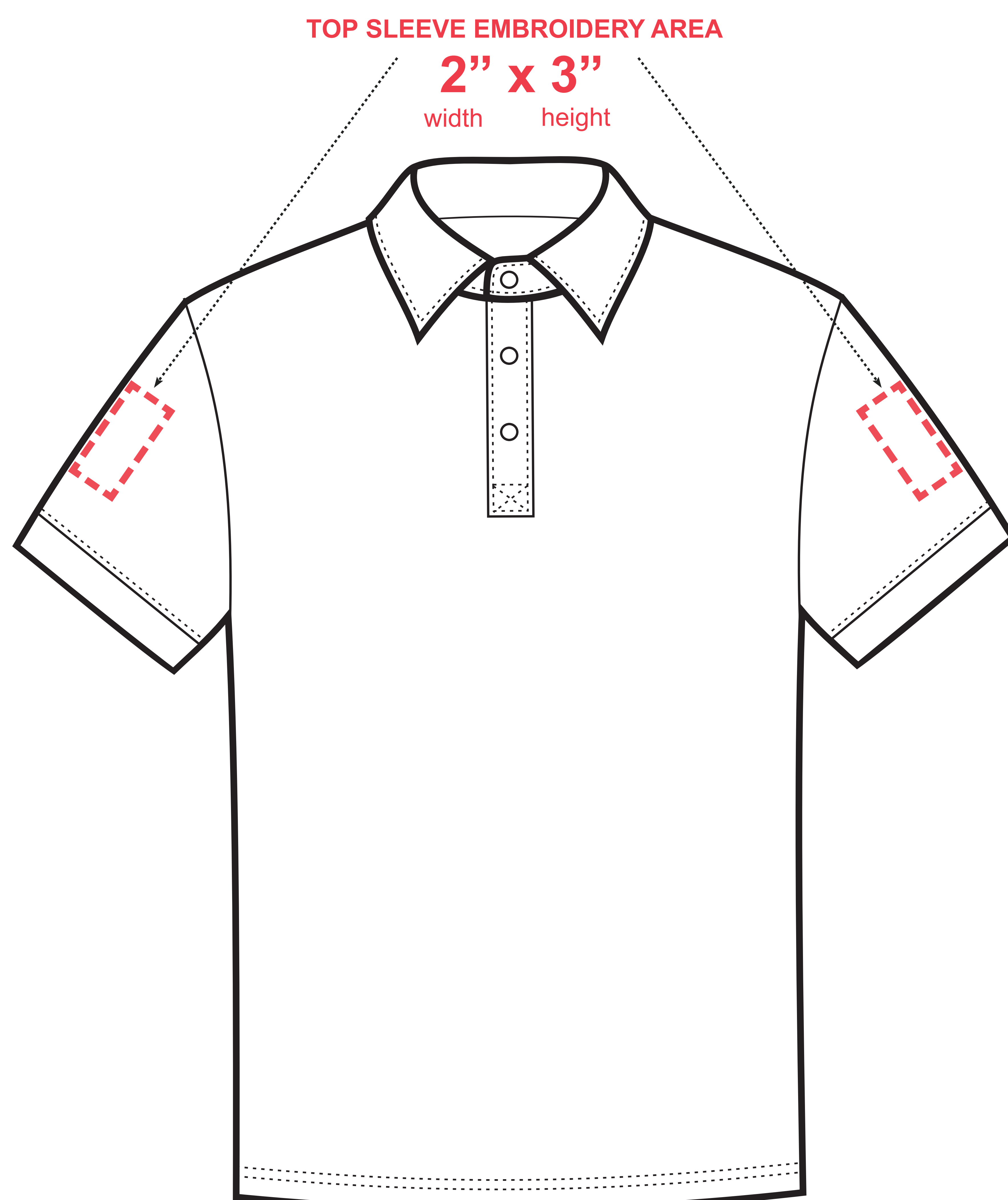


Top Sleeve Embroidery Guidelines



*** EMBROIDERY TYPE: FLAT**

3D puff and Partial 3D are not available for apparel

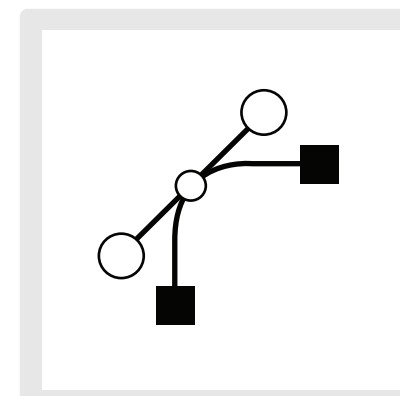
Flat Embroidery

- Detail thickness must be at least 0.05" (4pt)

Fonts

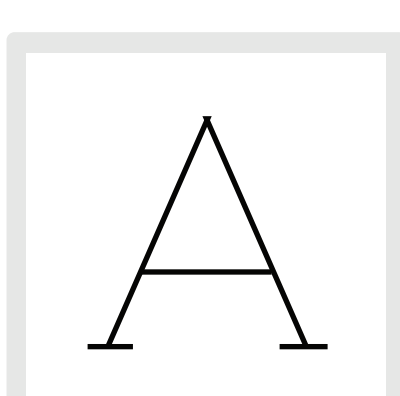
- Minimum of 0.3" in height for upper case letters
- Minimum of 0.25" in height for lower case letters

Must follow embroidery file guidelines



FILE FORMAT

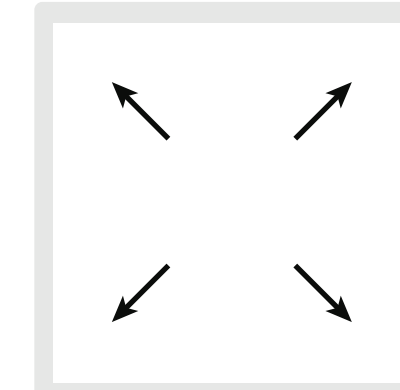
Vector files (**AI, PDF, EPS**), are highly recommended. If you don't have vector files available, raster files can be used as well if the resolution is at least **300 dpi**. We digitize all files and don't accept files you've digitized yourself.



FONTS

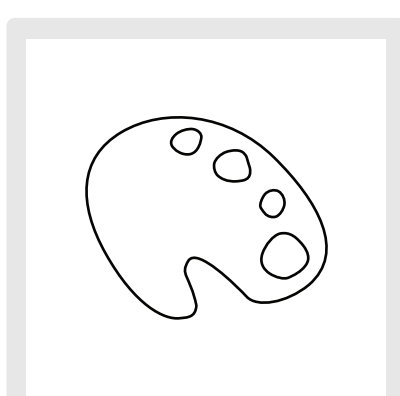
All fonts in your embroidery files should be **converted to outlines** so you don't have to send over the font files.

When creating a front logo for Partial 3D (3D Puff and Flat embroidery used in one design), follow the guidelines for both methods.



TRUE TO SIZE GRAPHICS

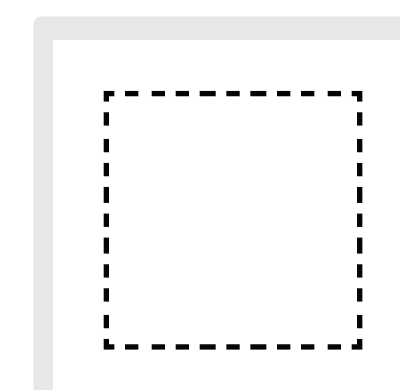
We can only adjust the size of your graphics by 10% once digitized. Be sure to submit graphics that are **true to size**.



COLOR

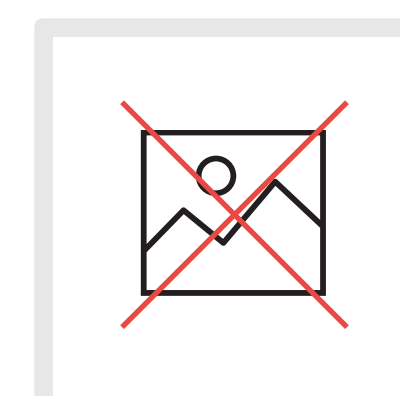
Use solid colors only (no gradients or blends).

Maximum of **6 colors** for each placement (front/side/back) and embroidery type (Flat, 3D Puff, Partial 3D).



TRANSPARENT BACKGROUNDS

All colors that appear in your graphic will be embroidered, so be careful with white backgrounds. If you want a blank background, it should be made **transparent**.



SHAPES

Do not include photographic imagery, use **solid shapes only**.

Avoid overly complicated designs. If your design is **too complex** - it contains lots of fine details (small text, thin lines, etc.) - we'll need to contact you to revise your graphic.

Below is a list of the **available embroidery colors**. Make sure you use **only these colors** in your embroidery files.

*These colors match the bills of our Otto and Yupoong caps

Available embroidery colors

Use only solid colors, max of 6 colors for each placement and embroidery type. Make sure that your embroidery file contains only these colors.

1801 White #FFFFFF	1800 Black #000000	1718 Grey * #96A1A8	1672 Old Gold #A67843	1951 Gold * #FFCC00
1987 Orange * #E25C27	19101 Flamingo #CC3366	1839 Red * #CC3333	1784 Maroon #660000	1966 Navy * #333366
1842 Royal * #005397	1695 Aqua/Teal * #3399FF	1832 Purple * #6B5294	1751 Kelly Green #01784E	1848 Kiwi Green #7BA35A

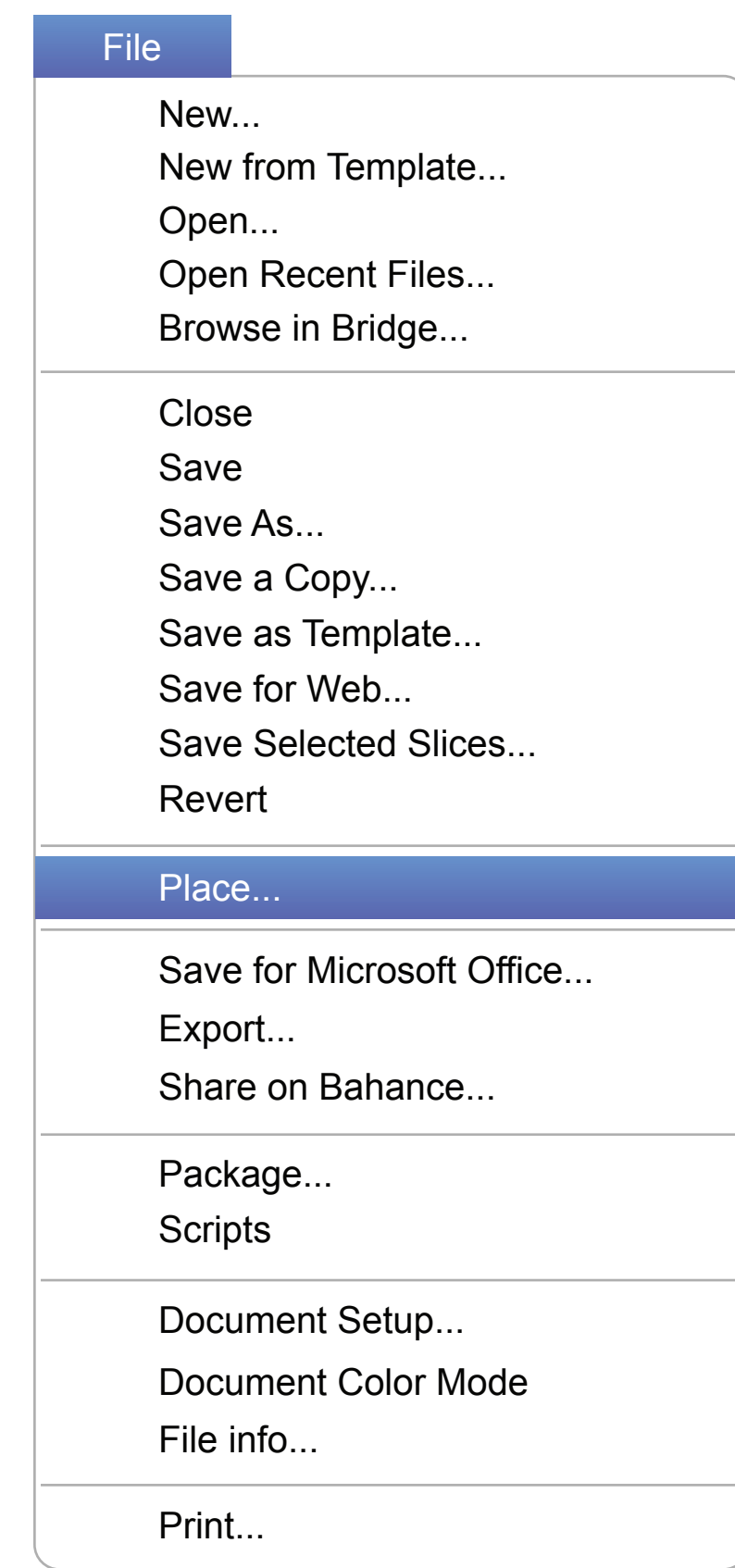
* These colors match the bill to our Otto & Yupoong Caps.

Instructions on how to prepare an embroidery file

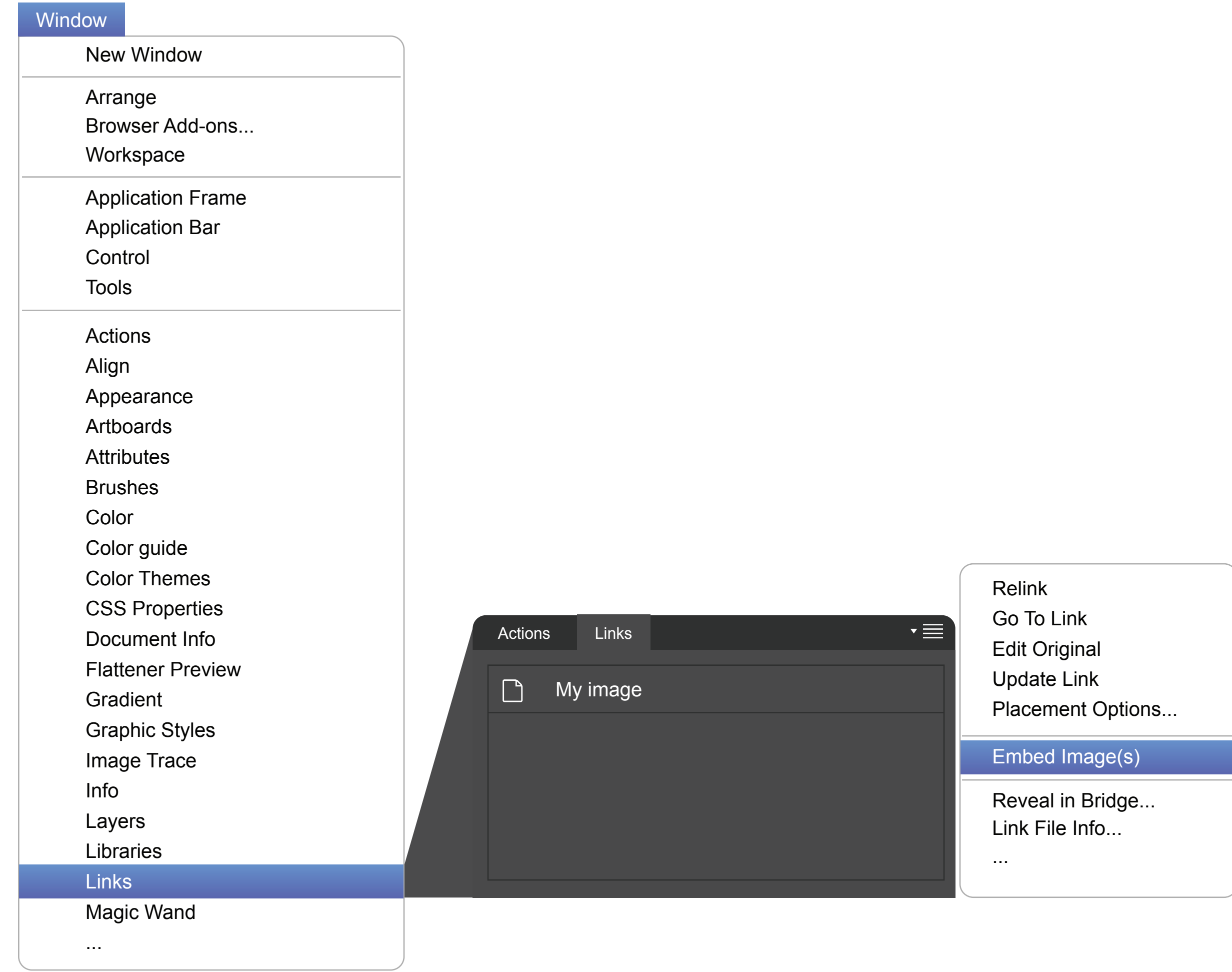


- 1 CREATE** new document
 - Make sure Raster effects are set to **300dpi** or higher
 - Make sure the color space is set to **RGB**

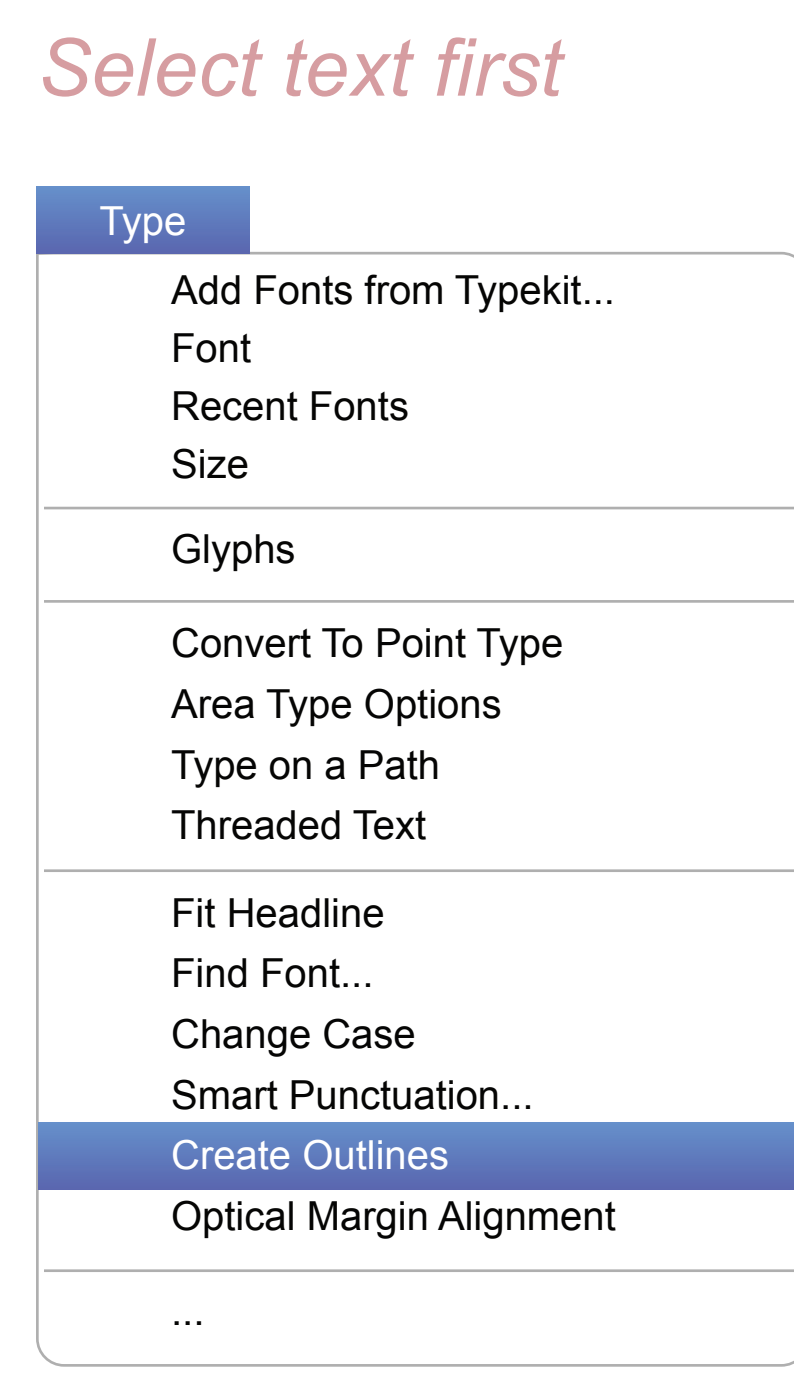
- 2 PLACE** raster graphics or create / copy & paste vector graphics within maximum graphic size area.
Pay attention to graphics resolution (see requirements above).



- 3 EMBED** raster graphics



- 4 CREATE OUTLINES** of all vector fonts



- 5 SAVE AS**
 1. Choose "File" - "Save as"
 2. Rename your file
 3. Choose either **.ai** or **.pdf** as the file format
 4. Click the **"Use Artboards"** checkbox
 5. Click **"OK"** to save file

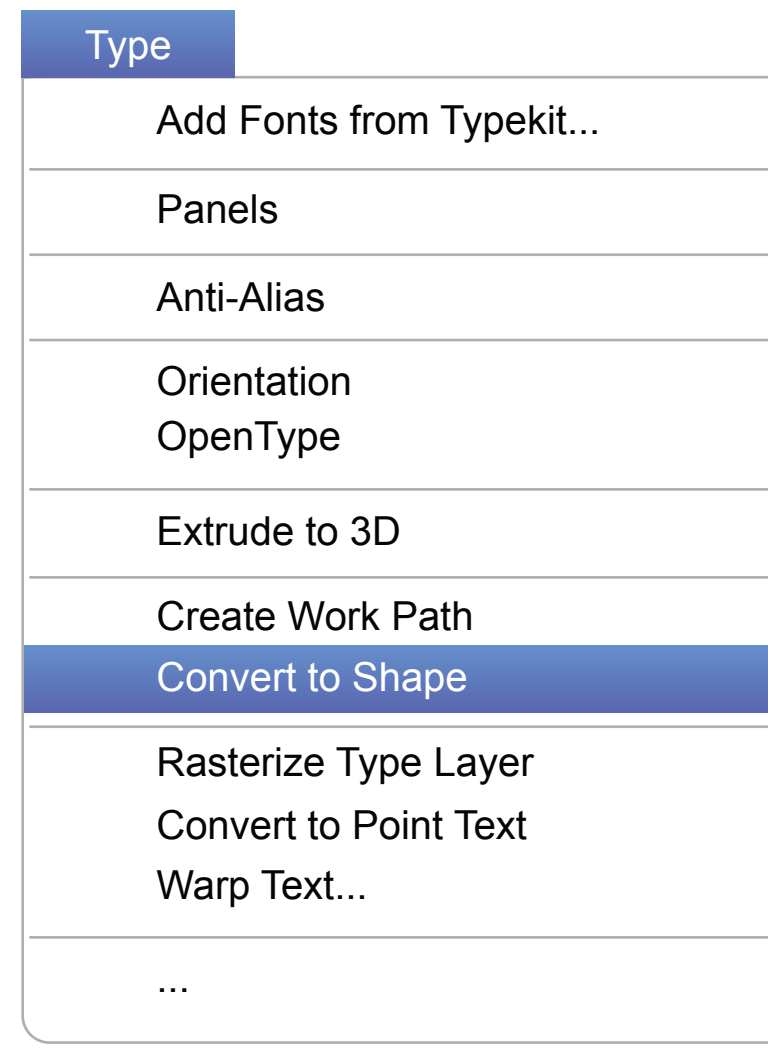


- 1 OPEN** The Printful template or **CREATE** new document

- 2** Create or copy / paste graphics within maximum graphic size area.
Pay attention to graphics resolution.

- 3 CONVERT TO SHAPE** all vector fonts

Select text layer first



- 4 SAVE**
 1. Turn off the guides by using the eye icon tool
 2. Choose File - Save As and Rename your file
 3. Save as .png