



Guide to Imprinted Orders

Imprinted orders are quick and easy with Team One Newport! Just provide your sales associate with timely order details, and your order will be processed in 8-10 days. Rush options are available.

Ordering: You can place new orders with Team One Newport on our website, by phone, or by e-mail.

- **Phone:** Call 401-847-4327 ext. 503 to speak with our embroidery department
- **E-mail:** E-mail embroidery@team1newport.com to place a new order
- **Website:** If you already have a logo with us, you can place an embroidery order online by adding the item "EMBCUSTOM" to your cart. You will be contacted to confirm the details.

Manufacturing Techniques: We have several manufacturing techniques available to perfect your look. Please note that the industry standard covers a 1-3% chance of damage or error per imprinted location.

- **Embroidery:** Characterized by thread stitched onto fabric, this durable process allows for a professional look that can be consistently applied to almost all products. There is no order minimum, though there is a set-up charge for new logos (stock text has no set-up charge).
- **Dye Sublimation:** This heat process infuses polyester products with dye, creating photo-perfect graphics that really pop. However, this technique can only be used on >50% polyester, and is recommended only for light colored fabrics. There is no order minimum and no set-up charge.
- **Screen Printing:** Also known as a silk-screen, this process uses different inks placed over a stencil in layers to create a custom image. There is a minimum of 12 units for screening, though preferred orders are 24 units or more. There is also a set-up charge for each logo.
- **Heat Press:** This is similar to an iron-on. It is essentially a silkscreen that has been printed on a paper with glue. We use a heat process to iron the heat press sheets onto the product. Because of the heat, this process is not suitable for all fabrics. There is also a minimum quantity of 12 sheets to develop heat press sheets.
- **Direct to Garment Printing:** This process puts the fabric under a printer that prints specialized ink directly onto the shirt, and then the shirt is heat pressed to "lock in" the design on the item. It is typically used for smaller orders of cotton tees. There is no set-up charge, and no order minimum. The quality of the printing is less vibrant than screen printing,

Artwork Submission: Once you have discussed your order with a sales representative and have an order number, you can send us your artwork. All artwork should be sent to sean@team1newport.com with your order number and logo name in the subject bar.

Pricing: Our pricing is based on the manufacturing technique and your desired completion time frame. Our average completion time is 8-10 days. However, peak times can result in delays. If you need your order by a specific date, please let us know. Your order may be subject to a rush fee.

Completion Times: Subject to product availability and production time. Customer will be charged freight in for rushed back-orders (anything other than ground). Completion time does not include the time required for shipment. Completion time does include the time to receive back-ordered product.