

SET-UP CHARGES (G)	
Plastic Pens (per color, per location - does not include PhotoGrafixx)	\$15.00
One Color Imprint (per new art number/per location - Silkscreen, Transfer, ColorPrint, Drinkware, BeachPrint, Polycolor-spot color on PolyPro Bags)	\$55.00
Laser/Laser Plus (per new art number/per location)	\$55.00
Full Color (only applies to 4-Color Process on JournalBooks Showcase, Reveal, Frame, Graphic Wrap and Graphic Page journals, full-color packaging and sublimation on ribbon packaging)	\$55.00
Deboss/Stamping (per new art number/per location)	\$75.00
Multi-Color Imprint (per new art number/per location - Silkscreen, Transfer, ColorPrint, Drinkware, BeachPrint, Polycolor-spot color on PolyPro bags) Recommendation for most items is a maximum of 5 spot colors.	\$95.00
4-Color Process/PhotoGrafixx (per new art number/per location)	\$95.00
Epoxy Dome (per new art number/per location)	\$55.00
4-Color Process on Beach Towels (per location)	\$699.00
Embroidery (per 1,000 stitches)	\$12.50
Mixed Media (per method set-up charge for Laser, Transfer and PhotoGrafixx - first location is not free)	\$47.50
Mixed Media (Embroidery set-up charge per 1,000 stitches - first location is not free)	\$12.50
Exact Reorders (Plastic Pens and Epoxy Domes)	\$12.50
Exact Reorders (all other methods)	\$25.00

OTHER SERVICES (G)	
Decorating Add-on Fees	
PMS Color Match (not available for PhotoGrafixx)	FREE
Personalization (each: Laser - no personalizations available for Laser Plus)	\$1.25
Personalization (each: Embroidery, Deboss, Color Stamp, Epoxy Dome)	\$5.00
Proofs	
Online Proof	FREE
First Paper Proof	FREE
Additional Paper Proof	\$12.50
Product Proof (all item & shipping costs apply)	\$37.50
Insertion/Uploads	
Leed's Items	FREE
Non-Leed's Items (per item)	\$0.50
Polybag Insertion (per item, includes cost of Polybag)	\$0.50
USB Upload (per item)	\$0.50
Shipping & Handling	
Third Party Handling Fee (per order)	\$5.00
Drop Ship Charge (per location)	\$8.00
Hazmat Air Shipments (per box, not available on international shipments)	\$42.50
Other Fees	
California Proposition 65 Labeling (per item)	\$0.13
Less Than Minimum Charge (LTM)	\$75.00
SureShip® Less Than Minimum Charge (LTM)	\$150.00
Restocking Fee	20%
Cancellation Fee	\$50.00

STANDARD DECORATION RUNNING CHARGES (G)	1 - 49	50 - 149	150 - 499	500+
Level 1: Polypro and Plastic Pens (includes PolyColor, Pen Print and ColorPrint methods for these items. First color and location included)	\$0.35	\$0.35	\$0.25	\$0.25
Level 2: Laser, Deboss and Color Imprint (includes Laser 360, Silkscreen, Transfer, ColorPrint, Drinkware and BeachPrint. First color and location included)	\$1.04	\$0.84	\$0.74	\$0.54
Level 3: PhotoGrafixx 1, 3, & 5 and Epoxy Dome (PhotoGrafixx represents a 4-Color Process. Pricing for PhotoGrafixx when available on items - excluding bags and drinkware, please see Level 4 pricing for these categories. One run charge per location)	\$1.29	\$0.99	\$0.69	\$0.49
Level 4: PhotoGrafixx 2 & 4 (PhotoGrafixx represents a 4-Color Process. Pricing for PhotoGrafixx on all bags and drinkware when available. One run charge per location)	\$1.79	\$1.19	\$0.99	\$0.79
Level 5: 4-Color Process on Beach Towels (One run charge per location)	\$2.99	\$1.79	\$1.39	\$1.09
SPECIAL DECORATION RUNNING CHARGES (G)	1 - 49	50 - 149	150 - 499	500+
Embroidery (over 7,500 stitches, per 1,000 stitches)	\$0.39	\$0.39	\$0.39	\$0.39
Embroidery (up to 7,500 stitches)	\$2.79	\$2.59	\$2.29	\$1.99
Mixed Media (per method running charge for Laser, Transfer (up to 5 spot colors) and PhotoGrafixx - first location is not free - cost per spot color over 5 colors is \$0.49(G) per color)	\$2.00	\$2.00	\$2.00	\$2.00
Mixed Media - Embroidery (running charge for Embroidery up to 7,500 stitches - first location is not free - cost per 1,000 stitches over 7,500 is \$0.39(G))	\$2.00	\$2.00	\$2.00	\$2.00
Laser Plus 1 (select blankets and select non-powder coated drinkware)	\$1.99	\$1.79	\$1.69	\$1.59
Laser Plus 2 (select powder coated drinkware)	\$2.39	\$2.29	\$2.19	\$2.09
Other (JournalBooks Showcase, Reveal, Frame, Graphic Wrap and Graphic Page journals, full-color packaging and sublimation on ribbon packaging - run charges included.)	FREE	FREE	FREE	FREE



DECORATING & ADD-ON PRICING

SET-UP CHARGES (G)	
Plastic Pens (per color, per location)	\$15.00
Color Imprint (per color, per location – Silkscreen, Pad-Print, Transfer) Laser (per location) 4-Color Process/PhotoGrafixx (per location) Sublimation (per art file submitted) Offset (per color only)	\$55.00
Deboss	\$75.00
Labeling Variable Data (plus an additional \$80.00 for data set-up)	\$45.00
Direct Process (4 setups required)	\$55.00
Exact Reorders (plastic pens)	\$12.50
Exact Reorders (all other methods)	\$25.00

OTHER SERVICES (G)	
Decorating Add-on Fees	
PMS Color Match (not available for PhotoGrafixx)	FREE
Personalization (each item, Laser ONLY)	\$1.25
Proofs	
Online Proof	FREE
First Paper Proof	FREE
Additional Paper Proof	\$12.50
Product Proof (all item and shipping costs apply)	\$37.50
Offset Product Proof (per color plus art charges)	\$55.00
Insertion/Attachments	
Bullet Items	FREE
Non-Bullet Items (per item)	\$0.50
Packing, Shipping & Handling	
Polybags in sets (per bag)	\$0.50
Non-Ceramic Packaging and Handling (per box)	\$3.13
Ceramic Packaging and Handling (per box)	\$6.25
Third Party Handling Fee (per order)	\$5.00
Drop Ship Charge (per location)	\$8.00
Hazmat Air Shipments (per box, not available on international shipments)	\$42.50
Other Fees	
California Proposition 65 Labeling (per item)	\$0.13
Less Than Minimum Charge (LTM)	\$75.00
SureShip® Less Than Minimum Charge (LTM)	\$150.00
Exact Quantities (will ship up to +5% if not specified)	FREE
Restocking	20%
Order Cancellation	\$50.00

STANDARD DECORATION RUNNING CHARGES (G)	1 - 5,000	5,001 - 10,000	10,001 - 20,000	20,001 - 50,000	Over 50,000
Level 1: Per color, per location	\$0.30	\$0.25	\$0.20	\$0.15	\$0.15
Level 2: Per color, per location	\$0.35	\$0.30	\$0.25	\$0.20	\$0.20
Level 3: Per color, per location	\$0.45	\$0.40	\$0.35	\$0.30	\$0.25
Level 4: Per color, per location	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
Level 5: Digital mouse pad heat transfer	\$1.00	\$0.90	\$0.80	\$0.75	\$0.70
SPECIAL DECORATION RUNNING CHARGES (G)	1 - 5,000	5,001 - 10,000	10,001 - 20,000	20,001 - 50,000	Over 50,000
PhotoGrafixx (per location)	\$0.30	\$0.25	\$0.20	\$0.15	\$0.15
PhotoGrafixx-6 (per location)	\$0.79	\$0.79	\$0.79	\$0.79	\$0.79
Oxidation to Engraved Items (when available)	\$0.45	\$0.40	\$0.35	\$0.30	\$0.25
Offset (per color, per location)	N/A	\$0.10	\$0.08	\$0.07	\$0.05

DECORATION CHARGES

Setups	
Embroidery	\$12.50 (G) per 1,000 stitches. Up to 25,000 stitches. Puff embroidery \$1.25 (G) net per piece upcharge
True Edge Transfer[†]	\$60.00 (G)
inFusion	\$60.00 (G)
Deboss	\$60.00 (G)
Laser	\$60.00 (G)
HXD	\$225.00 (G) \$1.25 per piece for metallic and specialty colors.
Run Charges	<ul style="list-style-type: none"> • First Location included in decorated price • Additional location: \$3.44 (G)

[†]Transfer pricing includes up to 5 spot colors. Add \$60(G) setup and \$0.40(G) running for each additional color. Personalization on embroidery \$5.00 (G) \$25 (G) setup applies to exact reorders.

Online Proof	Paper Proof (only if requested)	Product Proof
Online proofs are available at no charge upon request.	First paper proof is \$12.50 (G). Additional paper proofs are available upon request at a cost.	Product proofs can be ordered at an additional cost. Product proofs can be shipped using our standard lead times when requested. Orders ship within 48 hours of receiving product proof approval (up to 200 pieces). Cost is \$37.50 (G) plus item price, running charge, overnight freight charge, and applicable order setup. Depending on order size and imprint type, Trimark may require a product proof.

ADDITIONAL ORDER INFO:

Order Minimum:	All imprinted orders require minimum quantities as listed throughout the catalog. Less than minimum orders will be accepted at a cost of \$31.25 (G) per imprint item ordered. SureShip(R) is available for below minimum orders; however, it incurs a \$150 charge.
Order Cancellations:	Orders can be canceled only with written factory authorization prior to imprinting or production. If an order is canceled after production has begun, it may be subject to additional charges. Charges will still apply to any product proof received prior to order cancellation.
Blank Product Returns:	First quality, blank returns are subject to a 20% restocking fee. Prior to return, all merchandise requires specific Return Authorization from the factory and all returns must be made within 60 days of invoice date in order to be eligible for credit. No credit or replacement merchandise will be issued for product unavailable for return to the factory. Merchandise must be in original packaging with hang tags included (hang tag must not be altered - no writing or price sticker on it). A re-packaging fee of \$1.00 will apply to all returns received out of the original packaging. All returns must have transportation charges prepaid. Absolutely no returns on printed, washed, soiled or decorated merchandise. Garments must be inspected before being decorated by outside contractors. Discounted Samples, Sample kits, promotional, and discontinued items are non-returnable.

SHIPPING INFORMATION

Lead Times	SureShip® next-day turnaround with no additional charge on orders received by 5PM EST. One location only. Maximum 200 pieces. SureShip® available for Standard and Impact locations. SureShip® available on all methods except embroidery over 10,000 stitches and 3D embroidery. 3-day turnaround standard on exact re-orders. 5-day turnaround standard on orders with new art, 7 days for HXD. See our website for complete details.
Production and Shipping Information	Production time begins upon receipt of signed Order Approval Form, approval of credit and receipt of all order information including shipping addresses and customer inserts. Leed's uses FedEx as its standard carrier for U.S. domestic shipments. Once your order has shipped we will send you an Advance Shipping Notice, which includes a tracking number.
Drop Shipments	Drop shipment charges of \$8.00 (G) for each location per release, plus freight costs. Drop ship addresses must be received at the time of order receipt. If there are more than 10 drop shipment addresses, you must provide addresses electronically in a Microsoft® Excel file, sent on a disk or as an email attachment. For your convenience, a template is available in the Our Services section on our website. SureShip® orders are limited to 10 drop-ship addresses. Call for lead times for requests over 50 locations.
Third-Party and Customer-Designated Shippers	Third party orders will be assessed per-order handling fee of \$5.00 (G). If you provide us with an account number for shipping, or designate a specific carrier, you assume responsibility for the shipment from the time the order is ready for pickup. See decorating and add-on pricing grid for associated charges.
Special Shipping Instructions	Additional charges and lead-time may apply for special handling such as palletizing, using custom mailing labels, and special packaging requirements. Please call for lead times. Any labels or packaging must be sent to Leed's prior to production. Please reference your purchase order number, company name, contact name and phone number. Additional charges may apply.

SERVICES

Customer Inserts	Please call for lead times if insertions/attachments are requested. Insertion instructions must be noted on your purchase order. When requesting label attachments, printed labels must be provided to Trimark. Production will not begin until customer-supplied inserts/ attachments are received. Orders above catalog quantity will require additional lead time. Leed's items will be inserted into other Leed's items free of charge.
Blank Product	Blank samples are available on most products and can be purchase at catalog EQP pricing and 50% off ground shipping when ordered on our website. Limit of one piece per size per style/color. Sample orders received by 5PM EST (for U.S. destination) ship next business day and would ship on PCNA's preferred carrier. Blank samples are non-returnable.