

T-Shirt/Apparel Order Form

Please complete this form and return to Publications Office along with work order.
410-548-2500 • Fax: 410-543-6068

Requesting Department: _____

Event: _____

Your Name: _____

Event Date: _____

Your Phone Number: _____

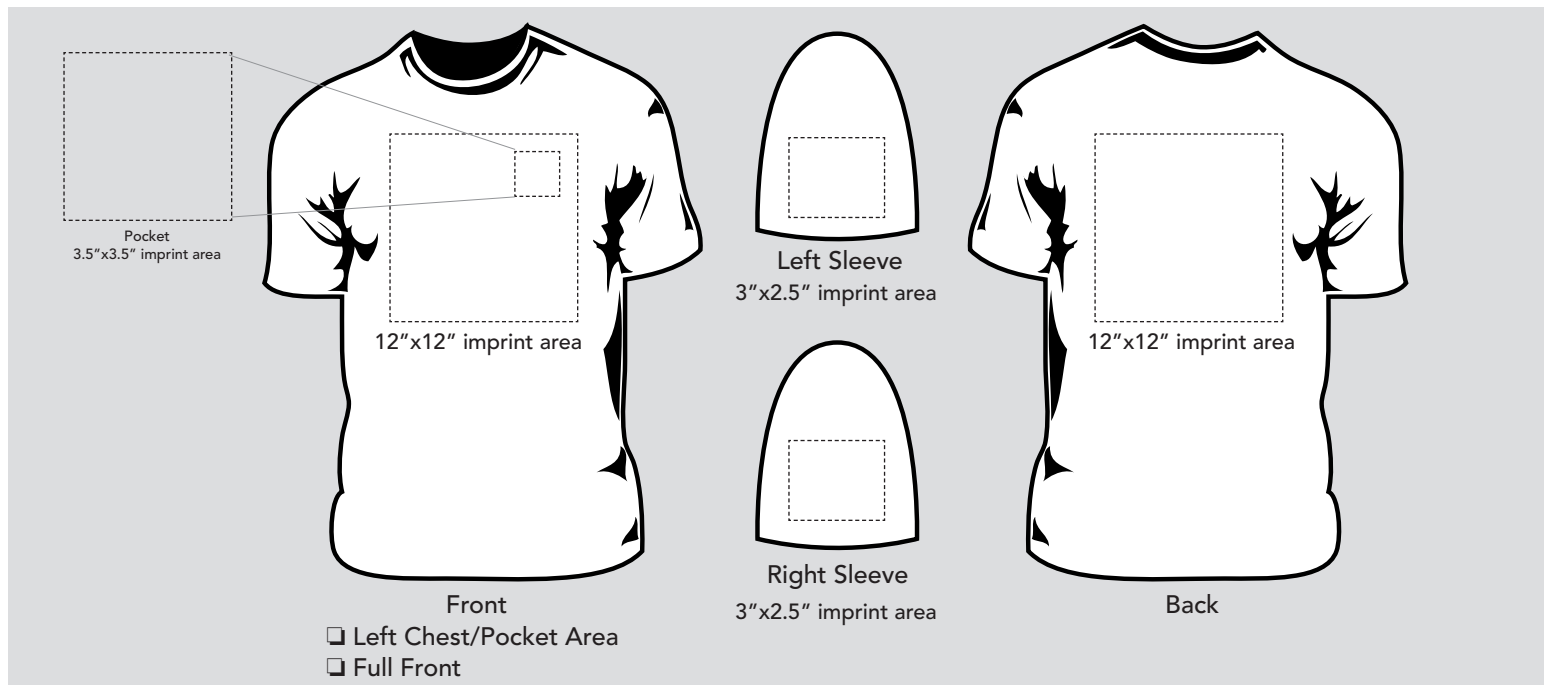
Shirt Delivery Date: _____

*most orders will take about 10 business days after final approval to deliver

Budget:

How much do you want to spend per shirt? _____ What is your total budget? _____

For general discussion only, a solid one color shirt with one ink color printed on one side (front) can range in price from _____ depending on quality of shirt and total quantity. General pricing per shirt is available upon request.



Imprint Style:

- Screenprint
- Embroidery

Shirt Colors:

- White
- Black
- Other _____
- Burgundy
- Gold

Ink Colors:

- 1 Color
- 2 Colors
- 3 colors
- Full Color

Imprint Area:

- Front: _____
- Back: _____
- Sleeve: _____

Shirt/Apparel Type:

- Crewneck Shirt
- Jacket
- Other* _____
- V-neck Shirt
- Polo

- Sweatshirt
- Hooded Sweatshirt

Weight:

- Light
- Medium
- Heavy

*If you have found an item you like online, please send the link and print out of the page and attach it to this form.

Shirt Details:

- Short Sleeve
- Long Sleeve
- With Pocket
- Other _____

Shirt Sizes:

Please note **how many** of each size you need. An estimate can not be started without determining the exact number of each.

____ X-Small/Youth XL ____ Small ____ Medium ____ Large ____ X-Large ____ XX-Large ____ XXX-Large