

PROJECT SPECIFIC APPAREL ORDER FORM

PROJECT NAME: _____ JOB #: _____

YOUR NAME: _____ DATE NEEDED BY: _____

ABOUT THE ITEM

T-SHIRT

☐ Long Sleeve ☐ Short Sleeve

JACKET

☐ Hoodie ☐ Crewneck

OTHER

☐ Hat ☐ Polo ☐ Other: _____

QUANTITIES

Note: XS, 4XL, 5XL, & 6XL may not always be available, we will do our best to accommodate.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
XS	S	M	L	XL	2XL	3XL	4XL	5XL	6XL	One Size

FOR THE FOLLOWING QUESTIONS CLOSELY REFER TO THE ITEM RANGE MATRIX ON PAGE 2

CHOOSE ☐ Custom ☐ In-Stock (as is on the Team Shop) COST RANGE ☐ 1 ☐ 2 ☐ 3

Is Okland funding this item?

☐ Yes, cost code is _____ ☐ No, _____ is paying for this item

If In-Stock,

Item Name

Item Color

If Custom,

COLOR

☐ Black ☐ Charcoal ☐ Light Grey ☐ White ☐ Other: _____

LOGOS

☐ Okland Logo Only ☐ Okland's Logo + Other Company Logos

Note: Vector files (AI, EPS) of the other company logos are required to be attached to your email with this form.

DESIGN

☐ Up to Marketing

☐ We have ideas... _____

EMAIL COMPLETED FORM TO **ALLY JENKINS OR MARNI BUTIKOFER** CC YOUR PROJECT DIRECTOR, YOU'LL RECIEVE A PROOF WITHIN 3 BUSINESS DAYS

ITEM RANGE MATRIX

CHOOSE ITEM, CHOOSE COST RANGE, CHOOSE CUSTOM OR IN-STOCK

Note minimums and lead times. Ensure total cost fits within your budget.

ITEM	RANGES	PER ITEM	CUSTOM OR IN-STOCK	ITEM MINIMUMS	AVERAGE LEAD TIMES (FROM PROOF APPROVAL)
Short Sleeve T-Shirts	Range 1	\$10 - \$15	Custom	Min. 24	10 - 14 business days
	Range 2	\$15 - \$20	In-Stock on Team Shop	No Min.	5 - 10 business days
Long Sleeve T-Shirts	Range 1	\$15 - \$20	Custom	Min. 24	10 - 14 business days
	Range 2	\$20 - \$30	In-Stock on Team Shop	No Min.	5 - 10 business days
Hats	Range 1	\$15 - \$20	Custom	Min. 48-100	4 - 5 weeks
	Range 2	\$20 - \$30	In-Stock on Team Shop	No Min.	10 - 14 business days
Hoodies / Crewnecks	Range 1	\$25 - \$30	Custom	Min. 24	10 - 14 business days
	Range 2	\$30 - \$40	In-Stock on Team Shop	No Min.	5 - 10 business days
	Range 3	\$40 - \$45			
Polos	Range 1	\$25 - \$30	Custom	Min. 12	3 - 4 week <i>(in some cases 10 - 14 business days)</i>
	Range 2	\$35 - \$45	In-Stock on Team Shop	No Min.	5 - 10 business days
	Range 3	\$55 - \$70			
Other	Range	Custom	Custom	Min. TBD	Min. 3 - 4 weeks