

# Bay Promotions Art & Work Order Form

Re-order

Art # \_\_\_\_\_

New Art

RUSH?  Yes  No

Emb.  Screen

Job Name: \_\_\_\_\_

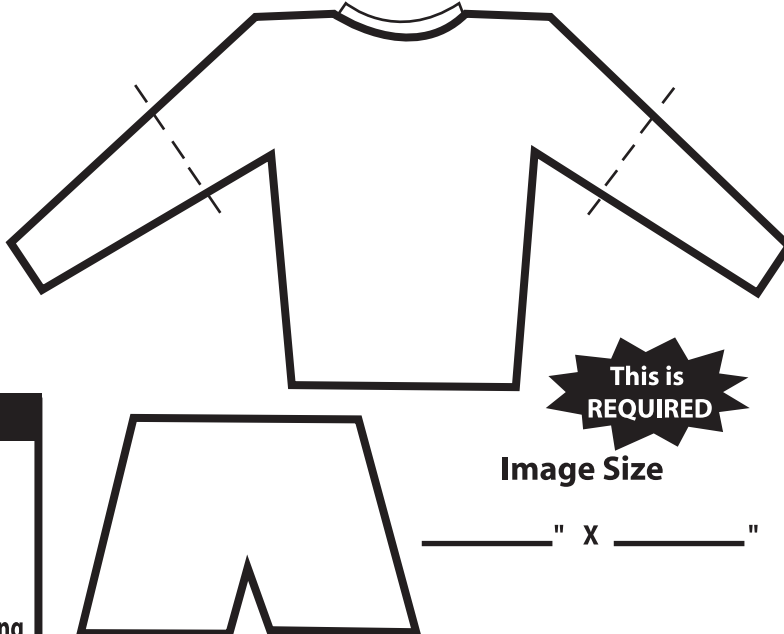
Contact Name: \_\_\_\_\_

P.O. # \_\_\_\_\_ Due Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Print Colors**

Front	
Back	



Location		Our Standard Sizes
<input type="checkbox"/> LC	<input type="checkbox"/> FF	LC/RC = 3" to 3.5" wide
<input type="checkbox"/> RC	<input type="checkbox"/> FB	FF/FB = 12" x 12" or as close to 12" staying in proportion
<input type="checkbox"/> Sleeve		Short Sleeve = 3.25" wide
<input type="checkbox"/> Other: _____		Long Sleeve = 3.25" wide by 16" long

P.O. # \_\_\_\_\_ Date Expected: \_\_\_\_\_

Qty	Description of Garment (color/type)	Sizes	Colors of Print or Thread
			1
			2
			3
			4
			5
			6

**Special Instructions:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_