

Greenlayer

PERFORMANCE GEAR – SUSTAINABLE MATERIALS

t. 503 / 297 - 3785 f. 503 / 296 - 2644 4888 NW Bethany Blvd #210
e. sales@green-layer.com Portland, OR 97229

For office use only:

CUSTOMER #: _____ INVOICE #: _____

ORDER FORM

TEAM NAME:	CONTACT PERSON:	DATE:
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BILL TO:

FULL NAME:

ADDRESS:

CITY:

STATE:

ZIP:

PHONE NUMBER: (###) ### - ####

FAX NUMBER: (###) ### - ####

E-MAIL ADDRESS:

SHIP TO:

FULL NAME:

ADDRESS: SORRY, WE CAN NOT SHIP TO PO BOXES.

CITY:

STATE:

ZIP:

PHONE NUMBER: (###) ### - ####

FAX NUMBER: (###) ### - ####

E-MAIL ADDRESS:

PAYMENT AUTHORIZATION:

MASTERCARD VISA DISCOVER AMEX

CREDIT CARD NUMBER:

EXPIRATION DATE:

CV2 #:

CREDIT CARD BILLING ADDRESS:

NAME ON CARD:

CARDHOLDER SIGNATURE:

ARTWORK AND LOGOS: (OPTIONAL) (If you are ordering blanks, please skip this section.)

Client must submit vector artwork files with this order form. Artwork conversions (raster to vector) costs \$50 per logo. Your order is not complete until we have print ready art.

Has the client provided logo positioning? Yes No

List positioning: (Example: left chest, sleeve, upper back, upper back neck, front center, other)

1.	2.	3.	4.	5.
6.	7.	8.	9.	10.

Additional Comments:

List PMS colors if applicable:

1.	2.	3.	4.	5.
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If specific PMS colors are not required, does the client approve the use of production colors (closest match)? Yes No

Any Additional Instructions:

- Cloud White
- Artic Ice
- Moonstruck Gray
- Charcoal Gray
- Blue Wave
- Midnight Blue
- Moss Green
- Chili Pepper
- Evening Haze
- Stealth Black

* 12 unit minimum.

		XS	S	M	L	XL	XXL	COLOR	PRICE	TOTAL
Elite Tank Top	Men's 136S9M									
	Women's 136S9W									
Elite SS T-Shirt	Men's 130S9M									
	Women's 130S9W									
Elite LS T-Shirt	Men's 131S9M									
	Women's 131S9W									
Evolution Tank Top	Men's 100S9M									
	Women's 100S9W									
Evolution Sleeveless T-Shirt	Men's 140S8M									
	Women's 140S8W									
Evolution SS T-Shirt	Men's 101S8M									
	Women's 101S8W									
Evolution SS T-Shirt (v-neck)	126S9W									
Evolution LS T-Shirt	Men's 102S8M									
	Women's 102S8W									
Evolution LS Half-Zip	Men's 104S8M									
	Women's 104S8W									
Podium Polo	Men's 108S8M									
	Women's 108S8W									
Excel Microfleece Half-Zip	Men's 114S8M									
	Women's 114S8W									
Excel Thermal Half-Zip	Men's 103S8M									
	Women's 103S8W									
Ozone Jacket	Men's 124S8M									
	Women's 124S8W									
Ozone Vest	Men's 132F9M									
	Women's 132F9W									
Running Short	Men's 121S9M									
	Women's 121S9W									
SORRY, THESE ITEMS ARE NOT YET AVAILABLE.										
Matrix Hoody	Men's 133S9M									
	Women's 133S9W									
Running Pant	Men's 134S9M									
	Women's 134S9W									
Evolution Youth SS T-Shirt	101S9Y									
Evolution Youth LS T-Shirt	102S9Y									
Matrix Beanie	109S9U									
Matrix Arm Warmers	110S9U									
Running Cap	101S9U									

Above Total: + # Of Art Conversions: = Total Cost Estimate: + Shipping Estimate: = Grand Total Estimate: / 2 = 50% Of Total:

In lieu of my credit card imprint, I hereby authorize Greenlayer Sports to charge my credit card for the approximate 50% deposit of my order. I also authorize Greenlayer Sports to charge the same credit card for the full remaining balance, including shipping, approximately 1-2 weeks before the order ships. I verify that all the information on the order form I have submitted via email is correct and acceptable and I understand and agree to the below terms and conditions. All sales are final.

Email the completed order form to your sales rep or to sales@green-layer.com. Once your order has been submitted no changes are allowed, and this authorizes us to start production on your product. Please review your order carefully. A 50% deposit is required before production can begin. Please sign this page and email this completed form to sales@green-layer.com or fax it to 503-296-2644 with the credit card authorization form.

Terms and Conditions

Production Approval: After approving the production layouts and visual of your product, your approval is a commitment to purchase the goods and your official order with Greenlayer Sports. Please review your order carefully! Production approval includes colors, style and any artwork placements and colors.

Logo Requirements: We can provide assistance with printing and artwork. Please note that all of our printing and embroidery partners have these requirements, you will save yourself time if you make sure you have met the below requirements prior to placing your order.

All artwork must be provided in Vector format. If vector is not available, art charges may apply.

Vector Art: Typically vector art is created in Adobe Illustrator and comes in the following extensions: AI, EPS or PDF. Please provide vector artwork for all logos and text. Make sure the text is outlined so that we use the correct font in the artwork. Vector art is required for print production and to produce high quality graphics on your apparel. Photoshop (PSD) files are not vector art. Conversion from raster to vector format will cost \$50 per logo.

Color Specifications: If you have specific color standards for your artwork, you must provide the specific PMS or pantone code. Otherwise we will match as best we can to production colors.

For additional information on ordering requirements, please visit the FAQ section of the Ordering tab on www.green-layer.com

Intellectual Property: You are licensed to view and utilize our designs for the purposes and accounts they were created for, any further use without prior written consent on the terms and conditions specified by Greenlayer Sports violates our intellectual property. Regardless of the method of viewing our product and designs: catalog, online, email, or quote, Greenlayer Sports is the owner of the intellectual property.

Any merchandise or designs you submit to us must be acquired using necessary permission and consents. You fully release and indemnify Greenlayer Sports in this regard and circumstance.

Payment Terms: 50% deposit, 50% prepaid balance. The final balance and freight charges will be billed to the customer's credit card on file. Orders will not be processed until the deposit has been received and will not be shipped until paid in full. All sales are final.

Cancellations: Customers that refuse or cancel orders after Greenlayer Sports has received the deposit will forfeit the 50% deposit and will be billed for the 50% balance. All goods will remain the property of Greenlayer Sports until paid in full.

Freight Charges: Orders are shipped via FedEx International and the freight charges are approximately 3-4% of your total order. Greenlayer Sports is not responsible for lost or damaged freight.

Non U.S. Orders: All non-U.S. orders are subject to duty and tariff charges. Call your country's ministry of customs to find out exact duty rates.

Delivery: All custom teamwear orders are accepted on a first-come-first-serve-basis. Please place your order early. Our busiest time of the year is from December to June. Your delivery date will depend on when we receive your order. Delivery is subject to the current production schedule and unless a specific date has been agreed upon in writing, delivery may be postponed.

Changes: Once the artwork has been approved no design or order changes will be accepted. No exceptions.

Logo Placement: The manufacturer's logo will appear on all custom garments.

Warranty: All garments come with a one-year warranty against manufacturer's defects. The manufacturer reserves the right to repair, replace or credit a defective item.

Acceptance: Client understands the possibility of error. Replacement and/or refund is at the sole discretion of Greenlayer Sports.

Ownership: All artwork remains the sole property of Greenlayer Sports and reserves the right to resell all uniform designs.

I acknowledge that I have read and understand the Terms and Conditions of Greenlayer Sports.

SIGNATURE:

DATE: