

Note: If creating more than one design, copy this form & label 1 of 2, 2 of 2 as needed

CONTACT DETAILS

ID Number: _____

Organisation Name: _____

Suburb: _____ State: _____

Contact Name: _____ Contact Mobile: _____

Email Address: _____

Do you have a promo code? _____ Is delivery required for a specific date or event? _____

LAYOUT DETAILS

Exact number of drawings enclosed:

[Empty box for drawing count]

DRAWING LAYOUT Random Order Class Groups → MUST provide details on back of this form

PRODUCT TEA TOWEL → White Cotton Natural Unbleached Cotton Linen/Cotton Blend (add \$1.50 per item)
 APRON → White Navy Black Natural
 BAG → White Navy Black Natural

PRINT OPTION Option 1 – Screen Printing → select print colour below
 Option 2 – Full Colour Digital

PRINT COLOUR Tick One Colour Sky Royal Navy Red Burgundy Green Bottle Orange Purple Brown Pink Turquoise Black White Other: _____

LAYOUT Portrait (most popular) OR Landscape
 Layout same as previous year. Which year? _____
 Leave it to our team to select best layout for your group.

LOGO Have you supplied your logo? Yes No If yes, provide details: _____
OR is it on file from previous years? Details: _____

LOGO POSITION Top Centre Centre Bottom Centre Top Left Bottom Right

TEXT LAYOUT Straight Arched Circular (see options in Coordinator's Guide)

FONT China Cat Arial Font Times New Roman Kids Font
 Segoe Print Comic Sans Expressions Other: _____

Wording to be included:

BORDER SELECTION _____ (see Border Options in Guide)

SIGN HERE

- I agree to the minimum order required per unique design.
- up to 249 images the minimum order is 40 items, over 250 images the minimum order is 100.
 I acknowledge that each design is treated individually in regard to pricing and minimum orders.
 I agree that if we decide not to proceed, we will be charged a \$99 fee per design.

Signature: _____ Date: _____

Post artwork + this form to:
Expressions Australia
PO Box 195
Forestville NSW 2087

CLASS ORDER DETAILS

If you want to display groups separately within your design, list the exact order groups are to appear from top to bottom in the table below. Plus provide details for each class name and exact numbers.

★ Design Ideas
 If you have specific layout idea include a sketch on a separate sheet. Or if you like the layout of one of the designs from our brochure, cut it out and attach it here.

★ Important

- Clearly bundle and label each group of drawings/prints separately.
- Place staff at the front of classes and all images the same way up.
- We suggest you use little envelopes, small bags or rubber bands.
- If you require your drawings in alphabetical order the drawings **MUST be provided in the exact order** with a corresponding number from 1 to... written on the back of each image.

Example →

Group Name (to be printed on design)	Teacher Name (if picture included)	Extra Staff	Total in Class (including staff)
<i>BLUE</i>	<i>Miss Jo</i>	<i>Charlotte, Melissa</i>	<i>14</i>
<i>Year 1</i>	<i>Miss Allan</i>	-	<i>29</i>
<i>3B</i>	<i>Sandy</i>	-	<i>25</i>

	Group Name	Teacher Name	Extra Teacher Names	Total in Class
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

TOTAL NUMBER OF PICTURES ENCLOSED

Extra notes for our team:
