

Tech Sheet - Full Color & Engraved Plastic Badges



Size Available:

Full Color Plastic Badges

- 7 standard sizes, custom sizes available

Engraved Plastic Badges

- 8 standard sizes, custom sizes available

FASTENER & ACCESSORY OPTIONS FOR BADGES		
Fastener & Accessory Description	Standard or Premium Option <small>Standard options are included in the price.</small>	Item Number
Pin	Standard <small>*default fastener</small>	2BF-J21
Swivel Clip	Standard	2BF-J24
Military Tack	Standard	2BF-J11
Strap Clip	Premium	2BF-J22
Magnetic Fastener <small>*Should not be used if person has a pacemaker</small>	Premium	2BF-J81
Black Lanyard (½" x 35")	Premium	2BF-J45BL
Clear Pocket Badge Adapter <small>*Only available for rectangular badges that have a height of 1" or less. Adapter comes with adhesive to apply badge, other fastener options are not included</small>	Premium	2BF-J18
Plastic Strap	Premium	PLASTICSTRAP

Process:

Full Color Plastic Badges

- Full Color Digital Print
- 1-side or 2-sided printing available
- Vertical or Horizontal Orientation

**Horizontal is standard*

Engraved Snap-on Badges

- Laser Engraved
- 1-side engraving
- Vertical or Horizontal Orientation

**Horizontal is standard*

Material:

Full Color Plastic Badges

- ½" white plastic polystyrene

*All engraving plastic stocks may also be full color printed, dark color stocks are not recommended. Colored plastic stock impacts how color will appear once printed.

**Please note minimum and maximum custom sizes for engraving stock applies whether engraving or full color print for colored plastic stock.

- No bevel available on ½" plastic polystyrene. Bevels are available on engraving plastic stock when full color printed upon request
- Round corners are standard. If square corners are desired please specify.

Engraved Plastic Badges

- 2-ply colored plastic
- Bevels are standard on engraved badges. No bevel is available upon request.
- Round corners are standard. If square corners are desired please specify.
- 37 standard color combinations available (shown on page 2)
- Colors may fade over time if used outdoors

Material:

					<p>All stocks are available for full color process. Plastic stock color impacts how colors print. Dark stock colors are not recommended as the ink may not show well.</p>		

Production Time:

1 working day

**Quantities of 100 or more and custom sizes may require additional production time.*

Set-up Charge:

FREE

Art Charges:

Minor artwork adjustments can be made with no additional fees applied. This would include items such as slight modification to size and/or color, name/text changes, and artwork clean up (i.e. removing spots from scanned artwork). These alterations should take no longer than 10-15 minutes to complete. Additional design/layout/color assistance is available for an hourly rate. This would include items such as color matching or color separation, logo redraw/manipulation or any additional layout design work needed on artwork.

Standard Offering Size:

Finished Size H" x W"	Full Color Plastic Badge Item Number	Full Color Artwork Size H" x W" <small>¼" bleed on each side</small>	Engraved Plastic Badge Item Number	Engraving Artwork/Imprint Area H" x W" <small>Engraving cannot bleed</small>
¾" x 3"	ZFC-00	1" x 3¼"	4EL-00	½" x 2¾"
1" x 3"	ZFC-1	1¼" x 3¼"	4EL-1	¾" x 2¾"
1" x 3½"	ZFC-2	1¼" x 3¾"	4EL-2	¾" x 3¾"
1¼" x 3"	ZFC-3	1½" x 3¾"	4EL-3	1" x 2¾"
1½" x 3"	ZFC-4	1¾" x 3¾"	4EL-4	1¼" x 2¾"
2" x 3"	ZFC-5	2¼" x 3¾"	4EL-5	1¾" x 2¾"
7⁄8" x 3¼"	ZFC-6	1⅞" x 3½"		
2" x 4"			4EL-6	1¾" x 3¾"
Visible Size: 1¼" x 3" Overall Size before bend: 4" x 3"			4EL-10	1" x 2¾"

Custom Offer Size:

Process	Custom	Artwork/Imprint Area H" x W" <small>Full color artwork includes an ¼" bleed on each side, engraving cannot bleed</small>	Finished Size H" x W"
Full Color	Minimum	1" x 2¼"	¾" x 2"
Full Color	Maximum	3¼" x 4¼"	3" x 4"
Engraving	Minimum	½" x 1¼"	¾" x 2"
Engraving	Maximum	2¾" x 3¾"	3" x 4"

Artwork Requirements: Full Color Plastic Badges

- Full color artwork size should include an 1/8" bleed on all sides. Bleed area should always be included in artwork even if design does not bleed.
- CMYK processed file, Create full color process files with Adobe Acrobat PDF file, **note: if RGB or other non-CMYK colors are used in your files the necessary conversions to CMYK will change the appearance of the colors when printed*
- Minimum 300 dpi, 600 dpi is recommended for highest quality output
- File formats should be Tiffs, PDFs or Illustrator files with the fonts embedded in the file, **PDF files are preferred*
- Do not include any punctuation in the PDF file name and keep the name as short as possible

Engraved Plastic Badges

- 100% Black artwork
- Engraving files should be the finished size. Artwork/imprint safe area needs to be 1/4" away from the finished size on all sides.
- Engraving artwork/imprint area cannot bleed.
- Artwork is not necessary to provide if there are no logos and only text needed. If only text is required the typestyle, upper/lower case along with text position should be indicated with the order. If no point size of text is given we will use our best judgement.
- Artwork cannot have screens.
- Artwork with a border design should have a minimum thickness of 4pt., if design has double borders the space between the borders should be a minimum of 1/16".
- Logos/artwork with fine intricate details will not engrave well and will fill-in in tight registered areas.
- Minimum Engraving Point Size: Block Fonts = 8 pt., Script Fonts = 24 pt.
- ***please note the following typestyles are also not available in a point size less than 24 pt. American Std Roman, University Roman, Burin Sans Regular, Amazone BT Regular, AT Commercial Script Regular, AT Isadora Regular, Murray Hill Bd BT Bold, Park Avenue, Ribbon 131 Bd BT Bold, Shelley Allegro Script, Snell Roundhand LT Std Script*
- Minimum 300 dpi, 600 dpi is recommended for highest quality output
- File formats should be Tiffs, PDFs or Illustrator files with the fonts embedded in the file, **PDF files are preferred*
- Do not include any punctuation in the PDF file name and keep the name as short as possible

Order Process:

Electronic or Manual

Proofs:

Emailed Electronic PDF Proofs, add 2 working days to the item production. First proof is free of charge. Additional proofs available for an additional charge. Production time begins after receipt of complete order including proof approval.

Production Samples, physical product proofs are available using customer artwork. These are offered at a % off the one quantity price. Standard production times will apply.

Complimentary Proof may be required for certain orders to ensure satisfaction. Production time will be begin upon approval of the proof.

Packaging:

Box shipping container depending on the size and quantity of the badge.

Multiple badges will ship in one shipping container, multiple containers pending size and quantity.

Changes or Cancellations:

Changes to orders in progress may require additional charges and/or time. Cancellations for orders in progress will require payment for the order.