

the
BESPOKE AMENITIES CO.

Personalized Artwork Design Request

Thank you for your request for us to design you a **Personalized Product Range** of amenities for your establishment. We are confident we will design you something that will **'WOW'** your guests and do your branding proud! In order to do so, we first require some information from you and want to ensure that you're clear on how the process works, so you know what to expect.

Firstly, please be aware that by completing, signing and submitting this form you are undertaking and agreeing to pay the initial artwork fee of R580.20 incl VAT - whether or not you ultimately decide to order the range(s) from us. This fee is **per range** and **not per product**.

Secondly, the term **"personalization"** means that **we'll apply labels to the front of your bottles, tubes and boxes**.

Here are our basic terms, conditions and process for personalization...

1. Once we receive this completed form from you, our design team will take 7 working days to revert with a couple of design concepts for you to choose from;
2. If you absolutely love one of them, we'll move on to the next step. Alternatively we'll take your suggestions, changes and minor edits into account and prepare a second (and final) version for your approval;
3. The final designs will then be put onto Sign-Off Sheets and sent to you to check carefully, sign and return;
4. Then we'll start printing and applying your labels to your first order. This takes up to 5 working days, not only for your initial order, but for all subsequent personalized orders too;
5. The minimum order for personalized ranges is 100 units per item, and 12 units per pump pot;
6. Logos are required in a high resolution pdf, eps, illustrator or jpg format. Any low resolution logos will require to be redrawn at an additional cost of R285.00 ex VAT.
7. If you cannot supply a Pantone® reference, we will colour-match by sight, so products may differ from other branding within your establishment. If you do have a Pantone reference, please be aware that we use a CMYK ink-vinyl printing process (not litho) and will colour-match by sight to the closest equivalent.

Company Name _____

Contact Name _____

Position _____

Tel No _____

Email _____

Address _____

I agree to the above terms and conditions.

Name

Signature

Date

Now that we have the 'paperwork' out of the way, let's get you started with your own range.

1. What bottle/tube have you chosen? Please see attached

2. Fragrance:

3. Which products are you ordering? (tick your choices):

Small Amenities

Quantity (min 100 units)

- Body Lotion
- Body Wash/Shower Gel
- Conditioning Shampoo/ Shampoo / Conditioner
- Head to Toe/All in One
- Insect Repellant
- Foam Bath

Large Pump Bottles

Quantity (min 12 bottles)

- Body Lotion
- Body Wash
- Conditioning Shampoo /Shampoo /Conditioner/Head to Toe

- 25g Pleat Wrap Soap (min 144 units)
- 25g Boxed Soap (min 100 units)
- Shower Cap (Boxed) (min 100 units for all accessories)
- Vanity Kit (Boxed)
- Sewing Kit (Boxed)
- Sanitary Bag (Boxed)
- Shoe Mit (Boxed)
- Room & Linen Spray – 80ml (min 24 units)
- Bath Crystals 50g sachet
- Bath Sands /Crystals 40ml
- Shoe Mit (Boxed) (min 48 units)

Are you looking for any product(s) **not** listed above?

What information do you want on your **front** labels (i.e. your logo, website address, tel no etc)?

(The **back** labels/print will include the ingredient list, TBAC's web address and any additional information required by consumer legislation.)

Logo (if yes, please mail to info@marulaberryec.co.za when sending this form.

Web address _____

Telephone Number (e.g. +27(0)11 123 4567 _____

Please specify the pantone colour(s) of your logo and/or corporate identity.
