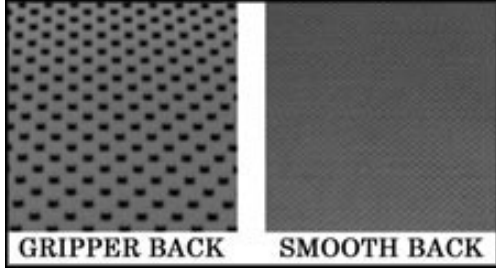


**Step One**

**SELECT LOGO MAT SIZE**

For large volume orders, please contact us at 1-866-411-6287 or submit a [Custom Quote](#) form. Consider purchasing more than 1 mat and **SAVE BIG** on 2 mats or more of the same size! It's always a good idea to have a second logo mat to alternate when the first one is being cleaned. This helps extend the life of both mats!

Some logo mats have the option of selecting a gripper backing for carpeted surfaces or a smooth backing for smooth surfaces.



**Step Two**

**ORIENTATION & POSITION**

Use the examples on the right to select a landscape or portrait orientation.

Use the pictures and chart below to indicate the logo position. For center positioning, the size of the logo will fill the dimensions of the mat unless you specify differently. *For all other positions, please notify us with the exact size.*



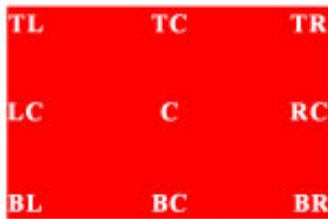
**LANDSCAPE, 4' x 6'  
SUITABLE FOR DOUBLE DOORS**



**PORTRAIT, 3' x 5'  
SUITABLE FOR SINGLE DOORS**



**PORTRAIT POSITIONING**



**LANDSCAPE POSITIONING**

Top Left	Top Center	Top Right
Left Center	Center	Right Center
Bottom Left	Bottom Center	Bottom Right

**Step Three**

**SELECT YOUR BACKGROUND COLOR**

Please select a background color for the logo mat. In addition, you may select the colors that most closely represent each color in your logo or choose to have our Artwork Department match it for you. If you select the colors, please provide this information when submitting your artwork. Some logo mats can use PMS color matching.

**Step Four**

**SUBMIT YOUR ARTWORK**

Attach your artwork file in an e-mail to: [deanlloyd02@fusemail.net](mailto:deanlloyd02@fusemail.net)

We recommend that your artwork be saved as a .jpg (jpeg file extension) file and a minimum 300 dpi resolution. \*Note: Only the DigiPrint logo mat can do 4-color processing. Larger file formats may require that you send your artwork to us on a CD-Rom or DVD.

If you do not have a logo design, we can create the logo for you or modify existing artwork. We charge a small fee for this service.

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Step  
Five

### **SUBMIT YOUR ORDER**

We will notify you with receipt of your order via e-mail. Prior to production, we will send you a confirmation highlighting all of your specifications including a mock proof of your design for final approval. Upon final logo approval, production will begin on your mat and typically takes about 5 days for most logo mats.