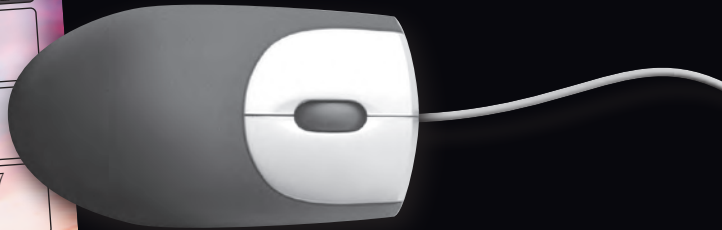


# When You Think of Mouse Pads...

...Search for

# DIGISPEC



# When You Think of Mouse Pads...

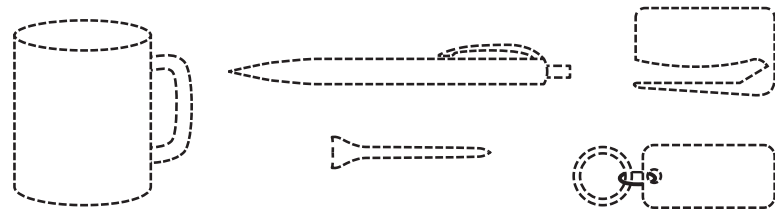
## ...Think of

### A Proven Promotion Used by Millions Each Day

**Promote at the point of "click".** Even in a world full of cell phones, tablets, & laptops, countless computers used in offices and homes still use a mouse with a mouse pad.

- A truly effective desktop promotion
- Located next to computers everywhere
- Stays in front of users for a long time
- Protects the desktop

**Get More!** The average mouse pad has 76 square inches of full-color promotional space. Compared to most other promotional items, this gives your message much more impact for your money.



- More image – more message for your money
- Great color, impact, and detail



## ...Think of

### The Industry's Leading Mouse Pad Manufacturer

With over 350 million mouse pads manufactured, we've been **trusted with more** mouse pad promotions than **ALL other industry suppliers.**

## ...Think of

### Mouse Pads Made in the USA

...Search for **DIGISPEC**

Counselor 2019  
**Supplier of the Year**



# When You Think of Mouse Pads...

...Search for **DIGISPEC**

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## MOST POPULAR MOUSE PADS

Origin'L Fabric® is our most popular mouse pad.

### DESCRIPTION (CODE)

- 7½" x 8" x ¼"** Origin'L Fabric® (BG7) Fabric Surface Mouse Pad
- 7½" x 8" x ¼"** Vynex® Heavy Duty (N87) Hard Surface Mouse Pad
- 7½" x 8" x ¼"** Frame-It *FLEX*® Heavy Duty (FF87) Window Mouse Pad
- 24 Sheet MousePaper®** (MPCCO) Paper Calendar Mouse Pad

For a price point comparison visit [www.digispec.com/pricing](http://www.digispec.com/pricing)

## GUARANTEED QUALITY

### Guaranteed Quality

As the industry's leading mouse pad manufacturer, we are confident you will be satisfied with our product's quality. Our 100% Quality Guarantee is our ongoing promise that we will do what it takes to make sure you are satisfied with your purchase's quality.



Fabric Surface – Page 2



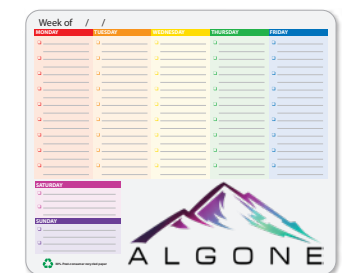
Vynex® Heavy Duty – Page 3



DuraTec® – Page 4



Frame-It® – Pages 7-8



MousePaper® – Pages 9-12



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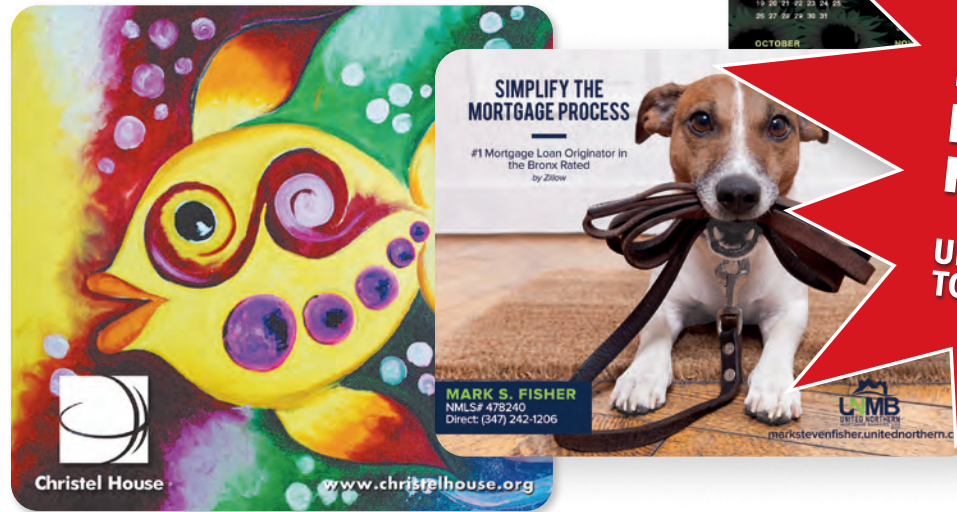
# Fabric Surface Mouse Pads

## Origin'L Fabric®

Our most popular mouse pad – a classic performer, good for all occasions.

- ✓ Most Economical
- ✓ Soft surface for comfort and superior mousing
- ✓ Brilliant imprint permanently dyed into the pad
- ✓ Made in USA with Global Materials

- ✓ A great option for laptops – travels well, protects screen



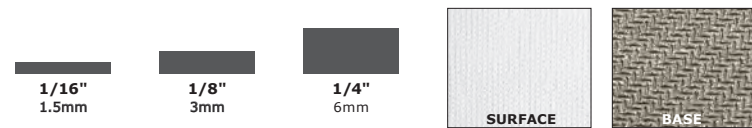
**NEW LOWER PRICING! REDUCED UP TO 20%**

### Origin'L Fabric® Options

**Imprint:** Dye Sublimation: 4-Color Process  
**Surface:** Origin'L Fabric®  
**Base:** Heavy Duty open cell natural rubber  
**Minimum:** 100 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF for reference only  
**Rush Service:** 3-Day, 4-Day  
 PDF for reference only – Page 14  
 \*Call for rush availability  
**Current Pricing:** [digispec.com/fapx](https://digispec.com/fapx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16  
Some variation in pad thickness and size is normal and expected

Sizes	6"x8"	7"x8"	7½"x8"	8" Square	8" Round	7"x9"	7½"x8½"	8"x9½"	9"x11"
1/16" 1.5mm	BT6	BTF	BT7	BTS8	BTR8	BTB	BTA	BT8	BT9
1/8" 3mm	BG6	BGF	BG7	BGS8	BGR8	BGB	BGA	BG8	BG9
1/4" 6mm	BB6	BBF	BB7	BBS8	BBR8	BBB	BBA	BB8	BB9



# Hard Surface Mouse Pads

## Heavy Duty

Top-of-the-Line Choice

- ✓ Most popular hard surface pad
- ✓ Highest perceived value
- ✓ Durable for long life
- ✓ Made in USA with Global Materials



MANUFACTURING

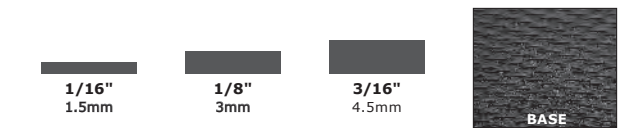
- ✓ All Vynex® hard surface pads are back-printed directly to the textured surface – no paper layer to delaminate and peel up

### Heavy Duty Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base:** Heavy Duty open cell natural rubber  
**Minimum:** 100 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF for reference only  
**Rush Service:** 4-Day  
 PDF for reference only – Page 14  
 \*Call for rush availability  
**Current Pricing:** [digispec.com/hdpx](https://digispec.com/hdpx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16  
Some variation in pad thickness and size is normal and expected

Sizes	6"x8"	7"x8"	7½"x8"	8" Square	8" Round	7"x9"	7½"x8½"	8"x9½"	9"x11"
1/16" 1.5mm	N66	N6F	N67	N6S8	N6R8	N6B	N6A	N68	N69
1/8" 3mm	N86	N8F	N87	N8S8	N8R8	N8B	N8A	N88	N89
3/16" 4.5mm	N46	N4F	N47	N4S8	N4R8	N4B	N4A	N48	N49



# Hard Surface Mouse Pads

## DuraTec™

LATEX-FREE synthetic rubber – our most durable latex-free mouse pad.

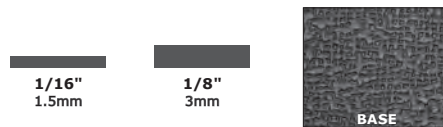
- ✓ Durability that rivals Heavy Duty
- ✓ Great for healthcare and education projects
- ✓ Light weight – reduces freight cost
- ✓ Excellent non-skid properties
- ✓ Made in USA with USA Made Materials



### DuraTec® Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base:** DuraTec® latex-free synthetic rubber  
**Minimum:** 100 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF for reference only  
**Rush Service:** 4-Day  
 PDF for reference only – Page 14  
 \*Call for rush availability  
**Current DuraTec® Pricing:** [digispec.com/dtpx](https://digispec.com/dtpx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16 Some variation in pad thickness and size is normal and expected	Sizes	6" x 8"	7" x 8"	7 1/2" x 8"	8" Square	8" Round	7" x 9"	7 1/2" x 8 1/2"	8" x 9 1/2"	9" x 11"
	1/16" 1.5mm	ND6	NDF	ND7	NDS8	NDR8	NDB	NDA	ND8	ND9
	1/8" 3mm	NH6	NHF	NH7	NHS8	NHR8	NHB	NHA	NH8	NH9



# Barely There™ Hard Surface Mouse Pads

## BARELY THERE™

Ultra-Thin LATEX-FREE mouse pad with a durable, non-slip backing.

- ✓ Deliver big impact in an Ultra-Thin format
- ✓ Great for mailings and inserts
- ✓ Compact – You can take more with you to events or trade shows
- ✓ Great for laptops – Easily slips between keyboard and screen
- ✓ Made in USA with USA Made Materials



### Barely There™ Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base:** BarelyThere® latex-free ultra-thin  
**Minimum:** 100 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF for reference only  
**Rush Service:** 4-Day  
 PDF for reference only – Page 14  
 \*Call for rush availability  
**Current BarelyThere® Pricing:** [digispec.com/btpx](https://digispec.com/btpx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16 Some variation in pad thickness and size is normal and expected	Sizes	6" x 8"	7" x 8"	7 1/2" x 8"	8" Square	8" Round	7" x 9"	7 1/2" x 8 1/2"	8" x 9 1/2"	9" x 11"
	.020"	NR6	NRF	NR7	NRS8	NRR8	NRB	NRA	NR8	NR9

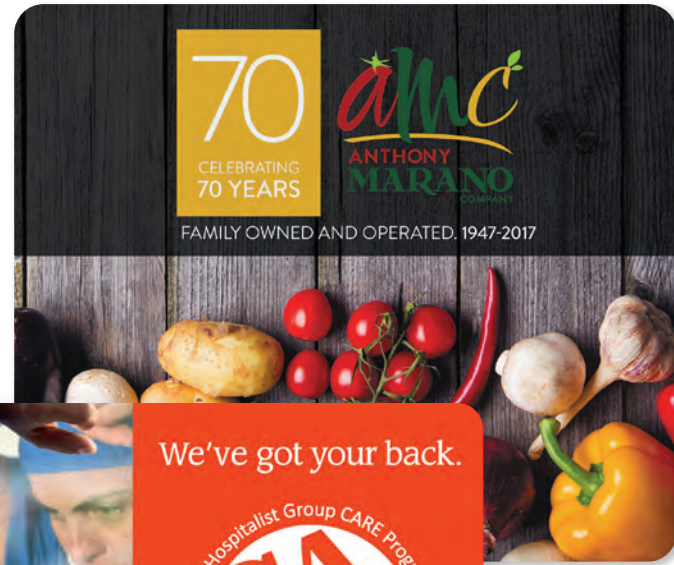


# Peel&Place® Hard Surface Mouse Pads

## Peel&Place®

Ultra-Thin LATEX-FREE mouse pad with a lo-tac, repositionable adhesive backing.

- ✓ Lightweight and economical
- ✓ Great for mailings and inserts
- ✓ Special lo-tac repositionable adhesive keeps your promotion in place
- ✓ Made in USA with USA Made Materials



### Ultra-Thin Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base:** Peel&Place® 100% latex-free lo-tac repositionable adhesive  
**Minimum:** 100 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF for reference only  
**Rush Service:** 4-Day  
 PDF for reference only – Page 14  
 \*Call for rush availability  
**Current Peel&Place® Pricing:** [digispec.com/pppx](https://digispec.com/pppx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16  
 Some variation in pad thickness and size is normal and expected

Sizes	6"x8"	7"x8"	7½"x8"	8" Square	8" Round	7"x9"	7½"x8½"	8"x9½"	9"x11"
.015"	NP6	NPF	NP7	NPS8	NPR8	NPB	NPA	NP8	NP9

### Removable/Repositionable

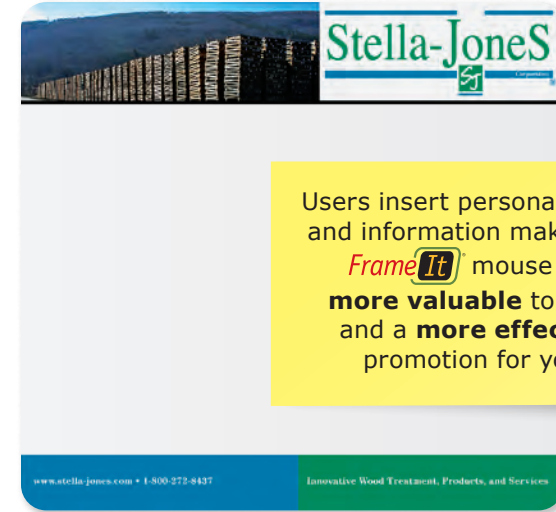


# Lift-Top Mouse Pads



Lift the clear mousing surface to insert personal content.

- ✓ Our largest window – room for more insert types/sizes
- ✓ Print header, footer, or all around the window
- ✓ Made in USA with USA Made Materials

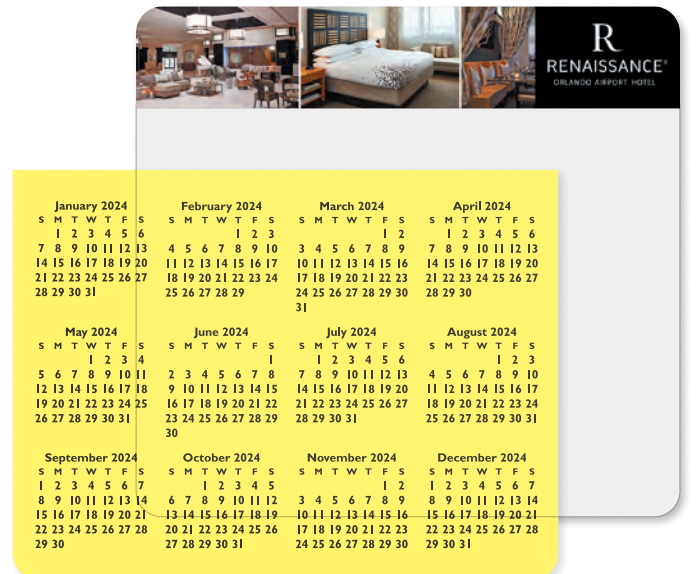
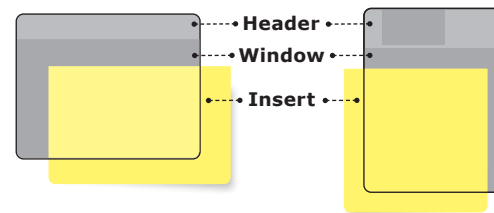


Users insert personal photos and information making the **Frame-It** mouse pad **more valuable** to them and a **more effective** promotion for you.

### Window & Inserts

Inserts are placed by lifting the clear covering on the front of the mouse pad.

Pad Size	Header Print	Window	Insert	
7½" x 8"	1½" x 8"	6" x 8"	6" x 8"	Standard Sizes
8" x 9½"	1½" x 9½"	6½" x 9½"	6½" x 9½"	
<b>With 2x3.5 business card window</b>				
7½" x 8"	2.3" x 8"	5.2" x 8"	5.2" x 8"	Non-Standard Sizes
8" x 9½"	2.3" x 9½"	5.7" x 9½"	5.7" x 9½"	



Custom Calendar Inserts Available

### Frame-It LIFT® Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base Option:** Heavy Duty open cell natural rubber  
**Base Option:** DuraTec® latex-free synthetic rubber  
**Minimum:** 100 Pieces

**Lead Time:**  
 6-Day Production: PDF for reference only  
 7-Day Production: PDF approval required  
 Reorder 6-Day: PDF for reference only  
 PDF for reference only – Page 14  
 \*Call for rush availability

**Current LIFT® Heavy Duty Pricing:** [digispec.com/thpx](https://digispec.com/thpx)  
**Current LIFT® DuraTec® Pricing:** [digispec.com/tdpx](https://digispec.com/tdpx)

Free Stock Art: Page 13, General Info & Art Specs: Pages 15-16  
 Some variation in pad thickness and size is normal and expected

	Sizes	7½" x 8"	8" x 9½"		Sizes	7½" x 8"	8" x 9½"
Heavy Duty Base	1/16" 1.5mm	FL67	FL68	DuraTec Base	1/16" 1.5mm	FLD7	FLD8
	1/8" 3mm	FL87	FL88		1/8" 3mm	FLH7	FLH8



# Window Mouse Pads



Combines a mouse pad with a picture frame for an effective personal promotion.

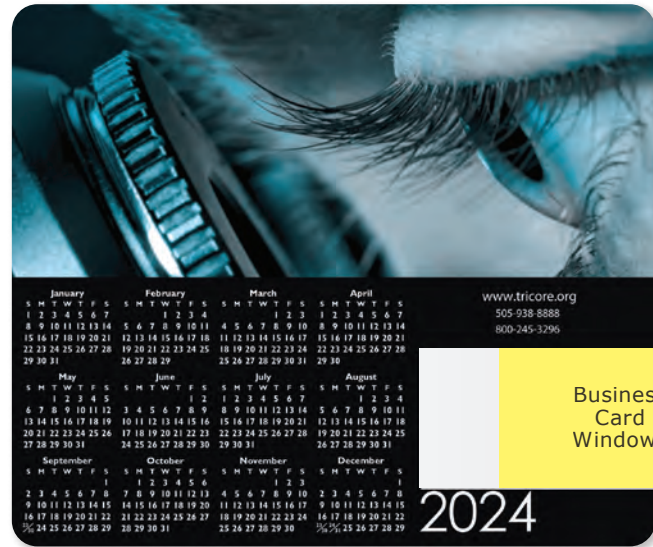
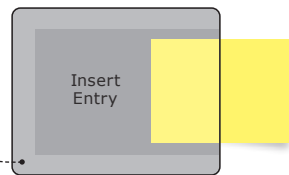
- ✓ Easy personalization with a business card window
- ✓ Great promotion even if just used as a picture frame
- ✓ Made in USA with USA Made Materials



## Window & Inserts

Inserts are placed into a pocket created between the rubber backing and surface. Pocket is designed for a single insert sheet. When ordering specify:

- Window Size – Standard is 3 3/4" x 5 3/4"
- Insert Size – Standard is 4" x 6"
- Window Placement – Standard is centered
- Insert Entry Side – right side
- Max Insert Size –
  - 7 1/2" x 8" – 6 1/4" x 6 3/4"
  - 8" x 9" – 6 3/4" x 7 3/4"
  - 8" x 9 1/2" – 6 3/4" x 8 1/4"
- 3/4" minimum glue area on all closed edges



## Frame-It FLEX® Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** Vynex® hard surface with matte finish  
**Base Option: Heavy Duty** open cell natural rubber  
**Base Option: DuraTec®** latex-free synthetic rubber  
**Minimum:** 100 Pieces

**Lead Time:**  
 6-Day Production: PDF for reference only  
 7-Day Production: PDF approval required  
 Reorder 6-Day: PDF for reference only  
 PDF for reference only – Page 14  
 \*Call for rush availability

**Current FLEX® Heavy Duty Pricing:** [digispec.com/xhpx](https://digispec.com/xhpx)  
**Current FLEX® DuraTec® Pricing:** [digispec.com/xdpx](https://digispec.com/xdpx)

	Sizes	7 1/2" x 8"	8" x 9"	8" x 9 1/2"	Sizes	7 1/2" x 8"	8" x 9"	8" x 9 1/2"	
Heavy Duty Base	1/16" 1.5mm	FF67	FF6D	FF68	DuraTec Base	1/16" 1.5mm	FFD7	FFDD	FFD8
	1/8" 3mm	FF87	FF8D	FF88		1/8" 3mm	FFH7	FFHD	FFH8

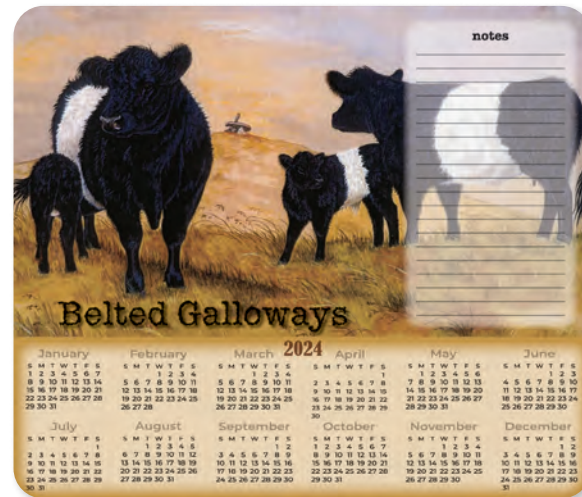


# Note Paper Mouse Pads



A versatile promotion with the full impact of a mouse pad plus a note pad, to-do list, calendar, or checklist.

- ✓ Multi-page promotion with your message printed on each sheet
- ✓ **Eco-friendly** – built with recycled paper
- ✓ Your promotion is refreshed with each new page
- ✓ Great promotion even if just used as a note pad
- ✓ Create a custom form
- ✓ Add a calendar

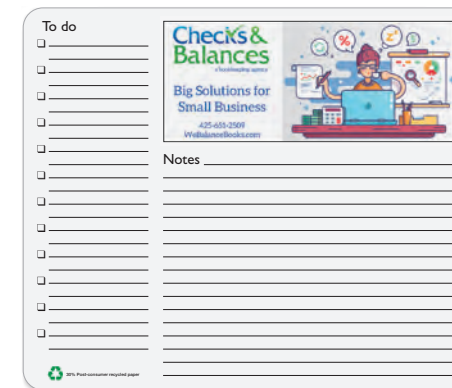


Stock "Calendar & Notes"



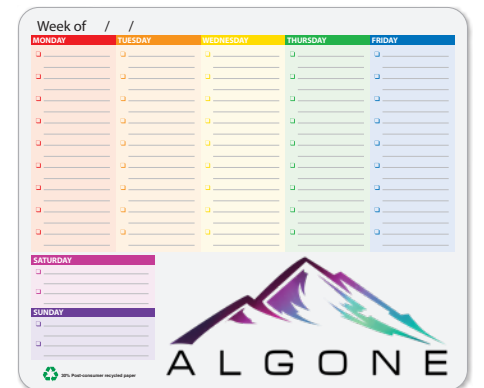
Logo Area: 2 1/4" x 5 1/2"

Stock "To Do & Notes"



Logo Area: 2 1/4" x 5 1/2"

Stock "To Do Weekly"



Logo Area: 2 1/4" x 5 1/2"

## MousePaper® Options

**Imprint:** Offset Lithography: 4-Color Process  
**Surface:** 30% post-consumer recycled paper with patented mousing texture  
**Backing:** 100% pre-consumer reclaimed paperboard with non-slip texture  
**Minimum:** 250 Pieces

**Lead Time:**  
 9-Day Production: PDF for reference only  
 10-Day Production: After PDF approval  
 Reorder 9-Day: PDF for reference only  
 PDF for reference only – Page 14  
 \*Call for rush availability

**Current MousePaper® Pricing:** [digispec.com/mppp](https://digispec.com/mppp)

Free Stock Art: Page 14  
 General Info & Art Specs: Pages 15-16

**Size** 7 1/4" x 8 1/2"

**24 Sheets** MPCCO

**40 Sheets** MPFCO



# Note Paper Calendar Mouse Pads

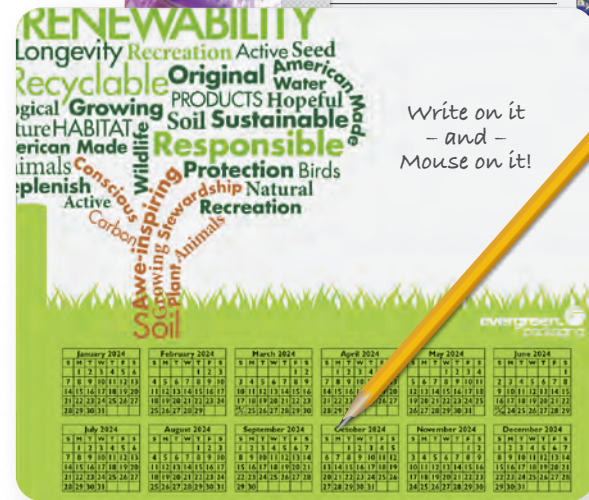
## MousePaper® Calendar

A promotional triple-threat with the full promotional impact of a mouse pad, note pad, and monthly calendar.

- ✓ **Eco-friendly** – built with recycled paper
- ✓ Begin your calendar on any month
- ✓ Great just as a calendar promotion
- ✓ Also a wall calendar with built-in hang tab



✓ Add a coupon to each month or insert coupons between months

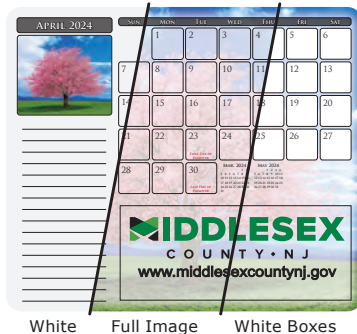


Write on it  
- and -  
Mouse on it!

### Four easy steps to create your calendar mouse pad promotion

- 1 Choose any month to start
- 2 Select style: white, image, white boxes
- 3 Pick a FREE stock theme
  - ✓ Use our FREE 12-month themes or your own art
  - ✓ 12 colorful images per theme
  - ✓ Combine themes for 18 & 24 month promotions
 View all stock themes at [www.digispec.com/theme](http://www.digispec.com/theme)
- 4 Send your logo/art **MIDDLESEX COUNTY, N.J.**

**We'll do the rest!**



- ✓ Build a custom calendar or use a stock theme
- ✓ Highlight special dates throughout the year
- ✓ Target different products or services each month
- ✓ Add a cover page

**FREE STOCK THEMES**

Free Stock Art: Page 14 and [www.digispec.com/theme](http://www.digispec.com/theme)  
General Info & Art Specs: Pages 15-16

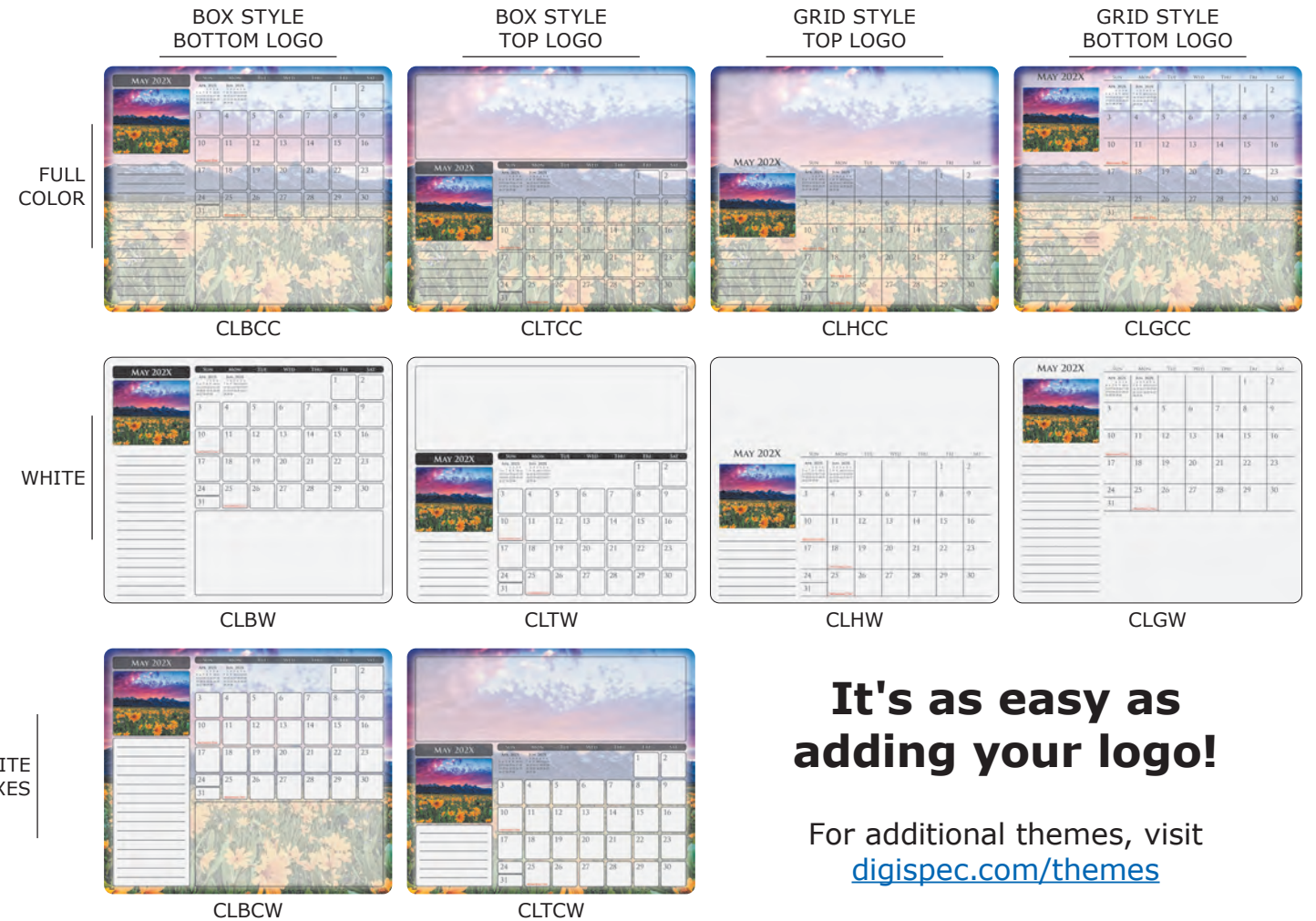
Sizes	7 1/4" x 8 1/2" Landscape	7 1/4" x 8 1/2" Portrait
12 Sheets	MPL012	MPP012
18 Sheets	MPL018	MPP018
24 Sheets	MPL024	MPP024



# Calendar Themes & Styles

## MousePaper® Calendar

### Ten Landscape Style Calendars



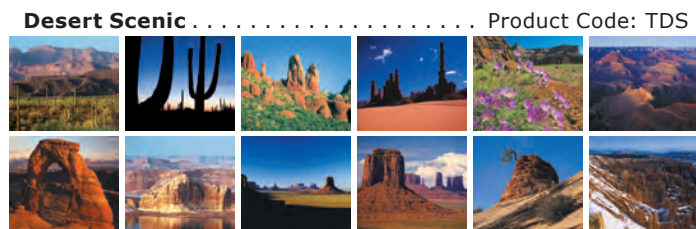
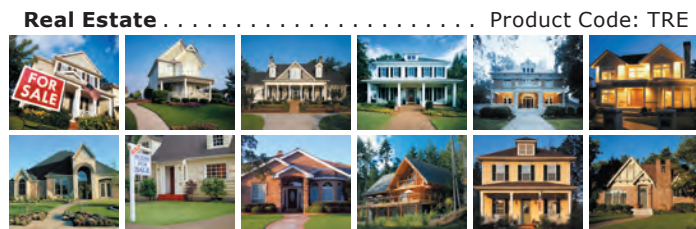
**It's as easy as adding your logo!**

For additional themes, visit [digispec.com/themes](http://digispec.com/themes)

### Themes for Landscape Style Calendars



## Themes for Landscape Style Calendars



## Themes for Portrait Style Calendars



## Coasters

**Coaster Options**  
**Base:** Heavy Duty open cell natural rubber  
**Surface:** Antimicrobial Origin'L Fabric®  
**Sizes:** 3.6" Round/Square, 4" Round/Square  
**Imprint:** Dye Sublimation: 4-Color Process  
 General Info & Art Specs: Pages 15-16  
**Minimum:** 250 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF approval required

Show off your marketing message wherever drinks are served  
 ✓ Great for special events & meetings



## Jar Openers

Get a grip on your promotion with these colorful jar openers  
 ✓ Frequently used in kitchens and lunchrooms everywhere

**Jar Opener Options**  
**Base:** Heavy Duty open cell natural rubber  
**Surface:** Antimicrobial Origin'L Fabric®  
**Sizes:** 5" Round/Square, 6" Round/Square  
**Imprint:** Dye Sublimation: 4-Color Process  
 General Info & Art Specs: Pages 15-16  
**Minimum:** 250 Pieces  
**Lead Time:**  
 5-Day Production: PDF for reference only  
 6-Day Production: After PDF approval  
 Reorder 5-Day: PDF approval required



## STOCK ART

Would you like to add full color graphics to your promotion? It's easy! Just add your logo to one of our FREE stock art backgrounds.



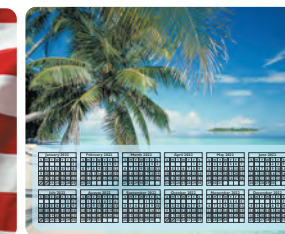
+ FREE STOCK ART



=



A sampling of our most popular images and calendars:



View over 700 stock images at [digispec.com/stock](http://digispec.com/stock). Also, our MousePaper® Calendar theme artwork is available as stock art. See Page 12 or [digispec.com/calendars](http://digispec.com/calendars).

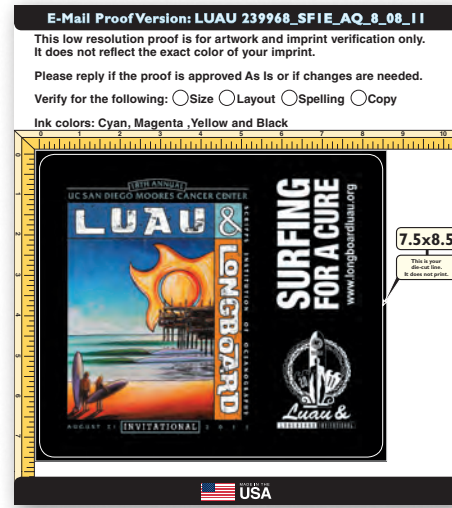


## PDF "Paper" PROOF

- ✓ Full color PDF to confirm the art received and used is correct
- ✓ FREE – Emailed with every order & reorder
- ✓ Sent within 24 hours of receipt of PO and output-ready art\*

When the FREE PDF "Paper" Proof is sent for "reference ONLY", it means production will begin without waiting for PDF proof approval. This PDF is not an accurate color proof – use for design reference only.

\* Each order includes a single pdf proof and revision. Additional proofs and revisions are subject to additional fees.



## STANDARD LEAD TIME

**Production begins the business day following receipt of PO and approved, usable art.** Art that is not usable requires additional lead time. Production lead times are based on orders up to 5,000 pieces.

For larger quantities, call for production times.

Custom dies require 3 additional work days.

Packaging requires additional production time determined by the type of packaging required.

Order with Production Proof: Production time following proof approval is 5 business days. Rush options are available.

Traditional	Frame-It®	FREE PDF Proof
5-Days	6-Days	For Reference Only
6-Days	7-Days	Approval Required
Reorder 5-Days	Reorder 6-Days	Approval Required

## RUSH SERVICES

**See product options for rush service availability.**

Contact us for order verification. All order details, including PO, art which is usable without modification or change, shipping instructions, and payment arrangements must be received by Noon Pacific Standard Time (3pm EST). Art must conform to our Art Check List (see Back Cover).

**FREE PDF "Paper" Proof sent for reference ONLY.** Add one day for PDF approval if required. Quantities over 2,500 may incur additional charges – call for details.

Rush charges cover any special handling, overtime, and other factors necessary to meet a rush schedule. Order changes made after an order is submitted will affect delivery dates and rush charges may be incurred to maintain scheduled ship date.

## PRODUCT SAFETY

Our products are tested by Specialized Technology Resources, Inc. (STR) to ensure they conform to applicable CPSIA and Prop 65 safety standards. All of our products passed the applicable tests. View our Certificate of Conformity at [www.digispec.com/safety](http://www.digispec.com/safety). Unless the mouse pad is specifically targeted for children, a CPSIA Certificate of Conformity is not usually required.



**3-DAY**  
\$62.50 /v

**4-DAY**  
\$50 /v

## GENERAL INFORMATION

**Standard Production Time:** Production begins the business day following receipt of PO and approved, output-ready art. Art that is not output-ready requires additional lead time. Standard lead times are based on orders up to 5,000 pieces. For larger quantities, call for availability.

**5-DAY:** pdf proof for reference only

**6-DAY:** pdf proof approval required

**Reorder 5-DAY:** pdf proof approval required

Custom dies require 3 additional work days. Packaging requires additional production time determined by the type of packaging required. **Order with Production Proof:** Lead time following proof approval is 6 days. Rush options are available.

**Rush Services:** Contact us for order verification. All order details, including PO, art which is usable without modification or change, shipping instructions, and payment arrangements must be received by Noon Pacific Standard Time (3pm EST). Art must conform to our Art Check List (see Back Cover) and must be usable without modification or change. Your order will not ship as requested if unusable art is submitted. See product options for rush service availability. **FREE PDF "Paper" Proof sent for reference ONLY.** Add one day or \$50/v for PDF approval if required. Quantities over 2,500 may incur additional charges.

**3-DAY Production: \$62.50/v**

**4-DAY Production: \$50/v**

Rush charges cover any special handling, overtime and other factors necessary to meet a rush schedule. Order changes made after an order is submitted will affect delivery dates and rush charges may be incurred to maintain scheduled ship date. Additional rush charges, when required, are \$50/v (minimum) per day rushed.

**Pricing:** All prices include a 4-Color Process print, but exclude a set-up fee. All prices are subject to change without notice. To ensure you have the best possible price, contact your Sales Counselor for an aggressive BottomLine™ quote.

**Terms:** Standard credit terms are Net 30 upon approved credit. A signed credit application is required. Terms for credit card payments are Net 10. Late payments will incur a 1½% per month late fee. Prepayment of initial order may be required.

**Marketing:** It is our practice to use overruns for samples and product images in our advertising. If this is not acceptable, please indicate this to us in writing.

**Co-Op Programs:** Co-op programs are happily considered. Contact your Sales Counselor with details and DIGISPEC® will develop a program for you.

**Cancelled Orders:** If an order is cancelled, you are responsible for all charges incurred up to the point of cancellation.

**Returns:** Authorization is required prior to return of product. Unauthorized returns will not be accepted. No credit will be issued for product that cannot be returned.

**Errors and Omissions:** DIGISPEC® makes every effort to ensure all information is complete and accurate. If there is inaccurate or incomplete information, we apologize but unconditionally reserve the right to correct any erroneous or missing language and information at any time, including erroneous prices. Further, DIGISPEC® cannot and will not be responsible or liable for any damages, however described, that are caused as a result of said erroneous or missing information. If such an incident should occur, you will be notified of correct information as soon as it is reasonably possible after discovery.

**Box Weights:** Box weights may vary depending on the actual raw materials used. Some variation is normal.

**Custom Dies:** Die/handling charge is usually \$150/v, but may be more depending on the size and complexity of the pattern. A custom die will increase lead time by three days. Dies created by DIGISPEC® remain factory property. Custom die reorder set-up charge of \$37.50/v is applied on all custom die reorder.

**Multiple Destination Charge:** The first two drop shipments are free. The charge for each additional location depends on the quantity per location. If each location is shipped in full-case multiples, the charge is \$12.50/v per location. If each location is shipped the same non-standard case pack quantity, the charge is \$18.75/v. If the quantity per location is different and requires non-standard case packs, the cost per location is \$37.50/v. There will be an additional set-up charge of \$31.25/v and additional lead time will be added to your order. Drop ship lists must be submitted in our Excel spreadsheet. Any instructions not present at the time of quoting may alter pricing when the actual instructions are received. Fulfillment charges are not included in the Multiple Destination charges. If a fulfillment quote is needed, please provide requirements.

**Packaging:** Standard DIGISPEC® packaging is in bulk. Special poly bagging with a standard 2 mil. poly bag is \$.20/v per piece. Shrink wrapping is available at \$.20/v per piece. To include a supplied insert or label with the product, please add \$.15/v. Labelling boxes is \$31.25/v plus \$2.50/v per box. DIGISPEC® will quote most types of standard packaging. Packaging increases required lead time. Non-standard case-packs will incur additional charges.

**Below Minimum Charge:** Minimum order is 100 pieces unless otherwise noted. If an order is submitted for less than the minimum quantity, a below minimum charge of \$125/v is applied. Quantities below 125 are not available for MousePaper® products. Below Minimum is not available on Frame-It products, jar openers or coasters.

**Shortages & Overages:** Orders are subject to 5% over or under run. Exact quantities incur a 10% surcharge.

**Job Changes:** Job change orders that occur once a project is in our system may incur additional or duplicate charges as applicable. Changes may also affect scheduled delivery dates. To avoid additional charges or delays, nail down all loose ends prior to job submission.

**Shipping:** F.O.B. Nevada. In accordance with the shipping terms of F.O.B., the responsibility of an order transfers to the customer when the order is shipped. Claims for shipping damage MUST be made by the customer when the shipment arrives. DIGISPEC® accepts no responsibility or liability for carrier-caused delivery delays, problems, or product damages.

**Terms and Conditions:** No terms or conditions of purchase orders different from the terms and conditions of seller (DIGISPEC®) will become part of any sales agreement, purchase order, or other document unless it is specifically approved in writing. Our terms and conditions are part of our credit application. The credit application is available from your Sales Counselor or Customer Service Representative and must be completed and approved prior to order processing. Whew! Life is too short for this legal jargon but such is the world today!

# ARTWORK & PRODUCTION SPECS

**Art Specifications:** Art must be output-ready digital files and should conform to the art specs found on our "Art Check List" on the Back Cover. Changes made after production begins will incur additional charges.

**Color Targets:** Send samples of printing or items to match for color when your order is placed. We can't match your target if we can't see it!

**Art Services:** Any time art must be created or modified, art services will be billed at \$100/v per hour.

**FREE PDF "Paper" Proof:** A digital "Paper" proof in standard PDF format is emailed for every job. See Page 15 for more information.

**Production Proof:** \$125/v. Production proofs are recommended whenever color matching is critical. A production proof is usually required on larger orders.

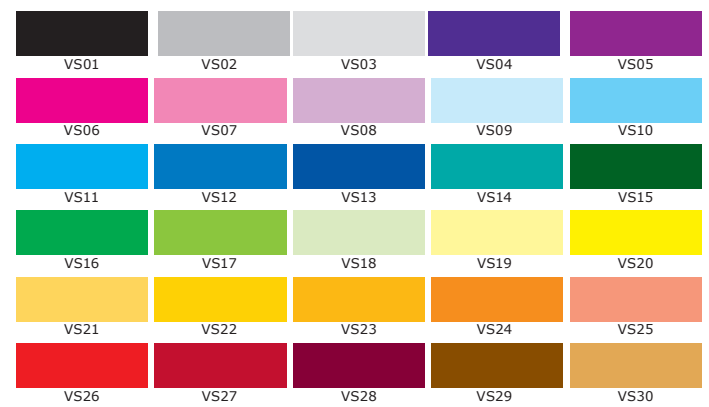
**Registration:** The nature of our manufacturing processes limit registration of the print to the product's edges to ±1/16".

**Borders:** When art includes a border or other art element that runs parallel to or around the mouse pad's edges, the naked eye can distinguish slight variations in print positioning. As the pad shifts within our ±1/16" the pad may look crooked. For this reason, we do not recommend the use of a border.

**E-Mail & FTP:** Submit files smaller than 3Mb via email to your Sales Counselor. Send us files up to 80Mb at [www.digispec.com/upload](http://www.digispec.com/upload). Remember to also send a printed sample of what you expect the art to look like. Refer to our "Art Check List" on Back Cover for details.

**Copyrights & Confidentiality:** Customers warrant that all images supplied for reproduction, whether digital, conventional or otherwise, are unencumbered by copyright and other usage rights connected to the image(s) and agree to hold harmless and indemnify DIGISPEC® for all claims and expenses for any actions in law that may result from the use of these images. In regards to confidentiality, given the nature of our production processes and our waste streams we cannot guarantee there won't be a breach with 100% assurance. As a result, we have decided not to accept projects where a breach in confidentiality will have material or significant impact on anyone associated with the project.

**Color Conversion:** All PMS/Spot colors will be converted to 4-Color Process. When referencing a PMS color in a process color print, refer to a Pantone® COLOR BRIDGE® to see how the color translates when converted to CMYK. Most colors change when converted to CMYK.



**Stock Colors:** For promotions that work best with a simple background or if you need to select a color for text, below is a list of our standard colors. These are 4-Color Process (CMYK) colors, not spot/Pantone® (PMS).

**Special Inks – Offset Lithography:** 4-Color Process conversions for spot colors are used. Ink is matched to COATED Pantone® colors but ink color is not guaranteed to be an exact match. When color matching is critical, always order a production proof.

**Dye Sublimation:** Sublimation is a specialized process that prints special heat activated inks on an advanced "transfer" paper. Heat and pressure are applied to the transfer, causing the ink to turn into a gas dye, which then sublimates into the fabric. Once the image is transferred, it is permanent and washable.

This heat activated ink transfer process produces a 100% to 400% dot gain, which impacts all reversed or "knocked out" art. When reversed elements are too small, the dot gain may fill in the reversed area or eliminate it completely. For this reason, we recommend all reversed type be set to bold. Serif fonts such as Times should be set at 18 point or greater and sans serif fonts like Helvetica should be set at 12 point or greater. All reversed lines should be 1.5 points or greater. Image resolution should be 300ppi.

During the sublimation printing process, a color target is used as a reference only. The sublimation process is designed to produce a "pleasing" representation – not an exact match – of the original. Some color variation from a color target is normal and expected. Any time color is critical, we recommend a production proof.

**Special Inks – Sublimation:** All sublimation is printed using 4-Color Process inks. Pantone® (PMS) colors are matched where possible using 4-Color Process inks. Within the limits of sublimation, precise matching of PMS colors is not always possible. Metallic and fluorescent colors are not available for sublimation pads. When color matching is critical, always order a production proof.

**Original Size:** All fabric mouse pads are initially cut to ordered size. **However, since the fabric mouse pads have a natural rubber base and the sublimation process uses high heat and pressure, the dimensions of the final product may vary from ordered size.** This shrinkage and/or growth is a normal and expected effect of the sublimation process.

**Offset Lithography:** All images submitted for hard surface mouse pads are printed as submitted. Image resolution should be set at 300ppi – remember that effective image resolution is decreased when an image is enlarged in a layout program; so, images should be 300ppi at 100% size in the final document.

While standard offset reproduces color and detail very well, the product surface can sometimes alter the color and appearance of the printed image. When color is critical, we always recommend a production proof.

**Separations, Files, Plates, & Dies:** All separations, digital files, plates, and dies created by DIGISPEC® remain factory property. Our storage policy is to keep these materials on file for 24 months. After 24 months, reorders are treated as new jobs and require new art and set-ups. Original art is returned on request.

# ✓ ART CHECK LIST

## A quick test to ensure success!

Digital art files that pass this pre-flight "test" usually flow through our system with ease. These guidelines are explained in greater detail at [www.digispec.com/art](http://www.digispec.com/art).

Art Check List



### 1 Layout

- ✓ 1/8" Bleed when art extends past edge
- ✓ Critical elements at least 1/4" inside edge

### 2 Image Resolution

- Image resolution MUST be 300ppi or higher. EVERY file used to create the final piece MUST be included and editable. This includes linked or placed files.
- ✓ Save images at 300ppi/dpi, sized to 100%
- ✓ Save images as .psd, .tif, .eps, or .ai files
- ✓ Include editable versions of **all** files

### 3 Fonts

- ✓ Reverse Type min 18pt serif, 12pt sans
- ✓ Convert all fonts to outlines/curves
- ✓ Include all Screen & Printer fonts

### 4 File Formats ✓MAC ✓PC

- ✓ InDesign® ✓ Hi-Res PDF
- ✓ Photoshop® ✓ Illustrator®

**Word, Publisher, PowerPoint, and Excel are not acceptable art file formats.**

### 5 Media ✓MAC ✓PC

- ✓ FTP: [www.digispec.com/upload](http://www.digispec.com/upload) (3-80Mb)
- ✓ Email your Sales Counselor (<3Mb)
- ✓ CD ✓ DVD

### 6 Color Target / Sample

Include a complete, full size print of the composite art when possible. Print 4-Color Process targets using calibrated output devices. Submit items for color matching when your order is submitted. We can't match your color target if we can't see it!

- ✓ Calibrated Color Target
- ✓ Black & White
- ✓ COATED PMS Color Callout

### 7 Colors – Process & PMS

All PMS/Spot colors will be converted to 4-Color Process. When referencing a PMS color in a process color print, refer to a Pantone® COLOR BRIDGE® coated guide to see how the color translates when converted to CMYK. Most colors change when converted to CMYK.

- ✓ CMYK 4-Color Process

### 8 Design Tips

- ✓ Avoid small type and other thin elements for fabric mouse pads
- ✓ Avoid borders, text, and art elements that run close to and parallel to the pad's edge
- ✓ Include image, font, and layout files
- ✓ Convert fonts to curves/outlines
- ✓ For a list of standard fonts available for typesetting, visit [www.digispec.com/fonts](http://www.digispec.com/fonts)
- ✓ Supply a printed copy of the final layout and color samples or color targets

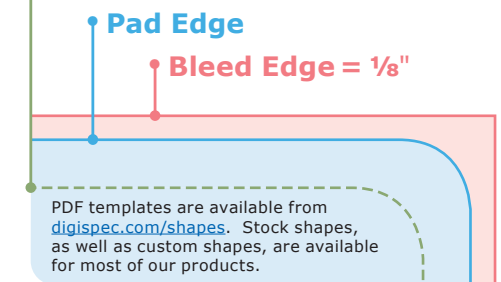
### 9 Corner Radius

- ✓ Standard corner radius is 3/8"
- ✓ Any other radius requires a custom die
- ✓ Square corners are NOT recommended

Please be aware of the corner radius when creating mouse pad art.

### 10 Typical Mouse Pad Layout

Critical Element Edge = 1/4"



## When You Think of Calendars...Think of Mouse Pads!



Make your next calendar or mouse pad promotion even more effective with a calendar mouse pad.