

Sublimation Request Form

Name: _____ Phone Number: _____

Email Address: _____

Commercial use of any Makerspace equipment is prohibited.

About Your Project:

Projects will be printed on 8.5" x 11" paper.

Files must be submitted in JPEG, PNG, SVG or PDF format.

*****If you plan to bring your own items, the best materials to use for sublimation printing are polymers or items that have been coated with a polymer. *****

Please Note: If any changes need to be made for the item to print properly, you will be called to pick up your flash drive and make those changes before the request can be completed.

Is this an original design? Yes____ No____

If No, do you have permission to print the design? Yes____ No____

Are you using your own material for sublimation? Yes____ No____

Cost:

Starting fee of \$2.00, plus \$1.00 per page. [Note: The library cannot cut pages. When purchasing the material, you will be purchasing the entire page.]

Custom design requests can be submitted to Library Staff for an additional fee of \$3.00 per design.

Items for Purchase Cost

Hats -- \$4.00

Mouse Pads -- \$1.00

Coasters -- \$1.50

Car Coaster -- \$1.00

Dog Tag -- \$2.00

Key Chain/Lug. Tag -- \$2.00

Makeup Bags -- \$3.00

Pillow Cases -- \$4.00

Garden Flags -- \$5.00

Magnets -- \$1.00

Coffee Mugs -- \$3.00

Tumblers -- \$6.00

Earrings -- \$2.00

Bookmarks -- \$2.50

Project Information:

File Name: _____ Printing Material: _____ Price: _____

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Acknowledgement of Sublimation Policies:

- ☐ You may take photos of my object or archive the file use in marketing, publications, or sharing with others.
- ☐ I understand that library staff will not resize, adjust, or manipulate my file in any way prior to processing my project. All changes to file to ensure it prints properly is my responsibility.
- ☐ I have read and agree to the library's Makerspace policies and certify that I have intellectual property rights to authorize reproduction.

Signature: _____ Date: _____ Total Price: _____