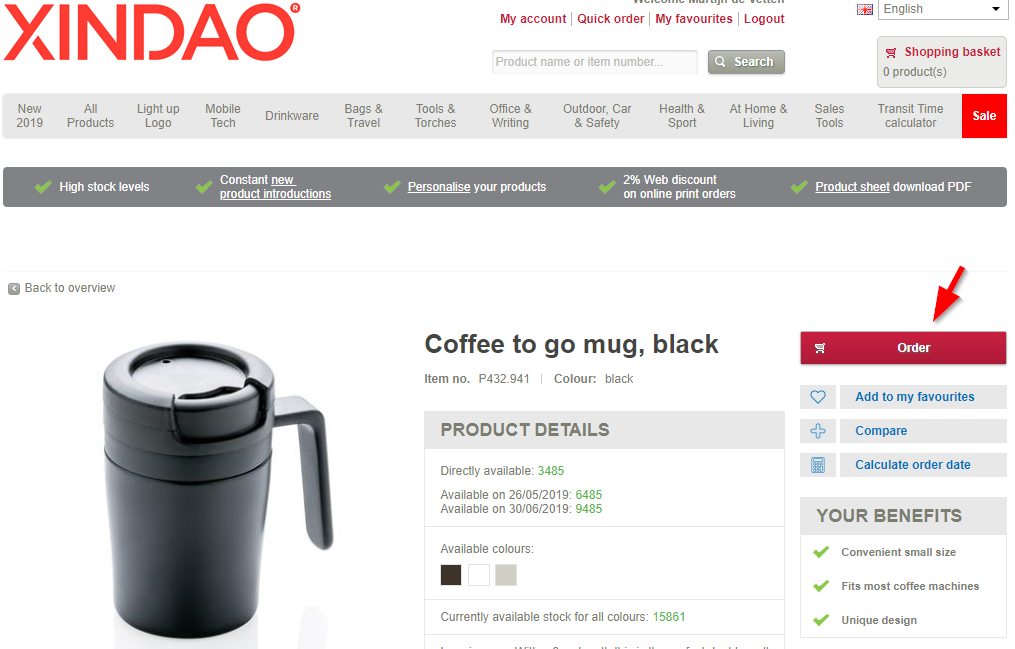
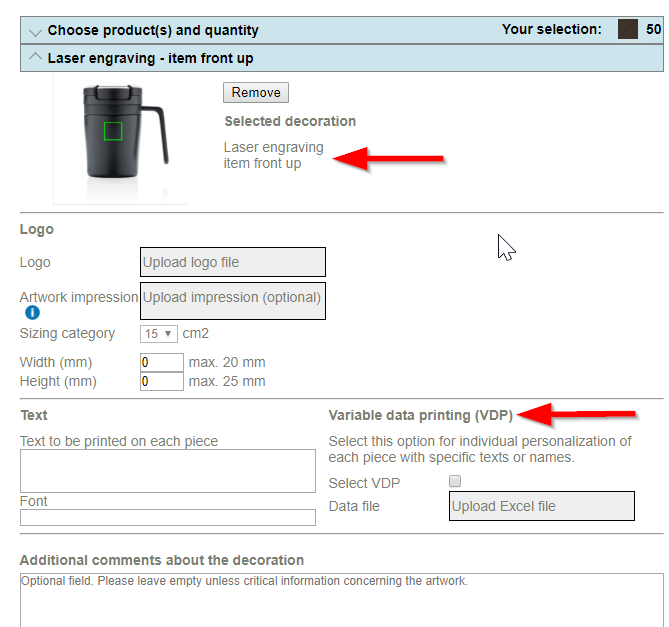
**VDP Instructions:**

**Select** your item in our webshop and press the order button:



**Add** a decoration and indicate that you want to engrave or print variable data on that position. The VDP option is only shown on those techniques that are suited for individual personalisation.



**Upload** an Excel file with the individual data to be printed.

**The file should ONLY be filled with data that varies per piece!**

In case of single names where the first and the last name of the person need to be engraved, the Excel sheet should look like this:

|  |  |
| --- | --- |
| **Name line 1** | **Name line 2** |
| **Peter** | Parker |
| **Nathalie** | Jean |

Or like this in case of a double first name:

|  |  |  |
| --- | --- | --- |
| **Name line 1** | **Name line 2** | **Name line 3** |
| **Peter** | Parker |  |
| **Nathalie** | **J**ean |  |
| **Marie** | **Antoinnette** | Roger |

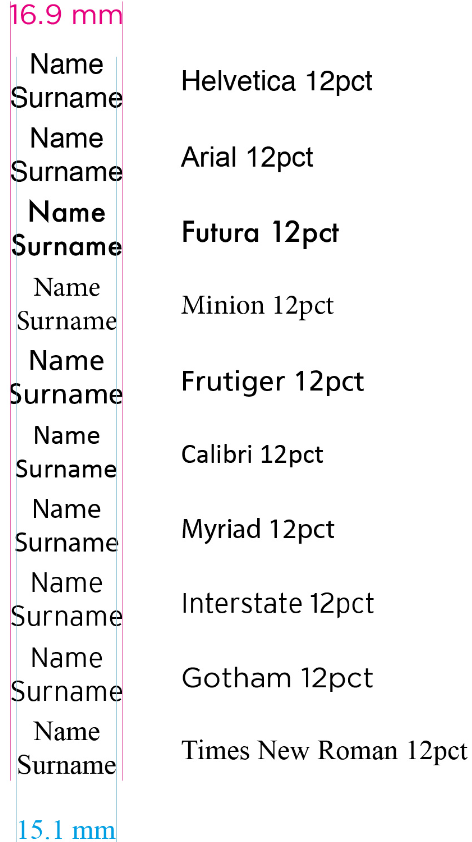
For sleeves the individual text can be longer:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name line 1** | **Name line 2** | **Name line 3** | **Text sleeve front** |
| **Peter** |  | Parker | We are happy to have you on board! |
| **Nathalie** |  | Jean | Congratulations on your anniversary! |
| **Marie** | **Antoinnette** | Roger | Thank you! |

**IMPORTANT NOTES**:

* All names should be placed in a separate cell in the Excel sheet
* The font shown in the Excel file will be used for printing
* The max point size for the chosen print position will be calculated by our DTP department based on the longest name (or text) from the list
* All names from the list will be engraved/printed in the same font and point size
* In case the first name of a person is a double name, with more characters than other names in the list, it is advised to split the name over 2 columns so that they will be engraved / printed in 2 lines

*\*****Most used/advised fonts for VDP****: Helvética, Arial, Futura, Minion, Frutiger, Calibri, Myriad, Interstate, Gotham, Times New Roman*

****

**ATTENTION! For the embroidery of individual names or texts, only the below fonts can be used:**

****

**Price calculation VDP orders/quotations:**

***Logo + individual personalisation***

1x engraving/printing costs per piece

1x engraving costs per piece + 1x VDP costs per piece

2x setup

***Logo in technique 1/position 1 + individual personalisation in technique 2/ position 2 + Sleeve with VDP***

1x engraving/printing costs per piece

1x engraving costs per piece + 1x VDP costs per piece

1x sleeve costs per piece + 1x VDP costs per piece

3x setup



As a true finishing touch, we can gift wrap the items for you. The gift wrapped items will have a sticker on the top with the individual name that is on the item or the sleeve, printed on the sticker.

