



**PLEASE NOTE THE STOCK ORDERING DATES
AND
THE CHRISTMAS CUT-OFF DATES**
Please contact us if you have any questions or concerns about your orders.

May 24, 2013

Important Information about summer stock orders:

- Beat the price increase schedule for July 25th, 2014.
- These discounts will only be applied to chenille orders only. Embroidery, Banner and Twill orders cannot be used for summer stock orders.
- All orders are produced in the order they are received.
- Stock orders placed before June will be held until June 1st.
- Orders placed by the dates below will receive the discount listed.
- Please mark these orders with the words “Stocking Order” to ensure your order receives the stocking order discount.
- Payment is due in full 30 days from the date your order was shipped. We do accept MasterCard and Visa payments.
- If payment is not made by due date you will lose your discount. **NO EXCEPTIONS.**
- All discounts are figured from the 6 piece price, unless 5 or less are ordered.
- There is a \$500.00 minimum order to receive the following discounts. If your order is just short of this amount, we will contact you so we can get you to that amount. In most cases, you are receiving the increased items for free with the discount.

Amount	June 1-June 23	June 24-July 24	July 25-Next Season
\$500.00 - \$1,000.00	10%	7%	No Discount Given
\$1,001.00 - \$2,500.00	15%	12%	No Discount Given
\$2,501.00 – UP	20%	15 %	No Discount Given

If you order individual items on your stock order they will not be shipped until the entire order is complete. Stock orders do not fall under the regular timeframe of chenille production due to their increased volume and we normally do not start shipping them out until mid to late July. The purpose of the stocking orders are to help keep our employees working during the summer months and help ease the volume at Christmas time.

CHRISTMAS ORDERS

Important Information about Christmas orders:

- All orders, which includes anything on your order other than just a name &/or a number, must be received via fax, email or postmarked by midnight November 1st for Non-Stocking Dealers and November 15th for Stocking Dealers to be **shipped** to you by December 20th.
 - “Name Only” consists of any block or script personal or school name between the sizes of 1.25” capital and a 5” capital.
 - “Name and Number Only” consists of any block or script personal or school name between the sizes of 1.25” capital and a 5” capital and a 2”, 3” or 4” paired, banner, racing, quad, crazy block or 1 or two single digit numbers.
- All “Name Only” and “Name and Number” orders must be received via fax, email or postmarked by midnight December 6th to be **shipped** by December 20th.
- If your order is placed on last date to order, do not plan on them shipping before Dec. 20th. All orders placed after the cut-off dates will be shipped after Christmas and are produced in the order they were received. Please note that orders placed between mid-November to the end of December are typically high volume days.
- We will not ship partial orders or arbitrarily split your orders. Make sure you alter the p.o. number to indicate separate orders if you send them on the same day. Please send your orders as soon as you can no matter how small. We will gladly ship multiple small orders out together to save on shipping, plus, this will help in the production of your orders more effectively.
- If you need additional time to sew the items to a jacket, please send your order in earlier. We cannot adjust our production schedule to accommodate for this. **NO EXCEPTIONS.**

We continue to strive at making this time of year run as smooth as possible for all of our customers and with your cooperation we believe this can be achieved. Please contact us at 816-847-4750 or by email at sales@donnpaul.com if you have any questions or comments.

We look forward to a successful 2013-14 season,

DonnPaul Graphics, LLC