

## **James Madison University - Promotional Items and Imprinting Services**

### **Mandatory - Multiple-Award - Term Contracts**

Contracts valid October 15, 2022 through October 14, 2023 with one (1) one-year renewal options remaining

The below contracts are Mandatory. Departments may choose from any of the vendors below and may compare prices from several vendors on contract. Any purchase for promotional items outside of these contracts requires advance approval from Procurement Services. Non-compliance with these mandatory contracts will be tracked.

#### **Promotional Items:**

Items purchased to market the University that may contain a logo or branding that identifies it as "JMU". Typically provided free of charge to recipients as an incentive.

#### **Contracted Vendors:**

Vendors who have been awarded a contract through a formal procurement process. These firms have been thoroughly evaluated and found to be viable, reputable promotional vendors that can provide quality goods and services and the best value for the University.

Full text contracts can be reviewed through the [JMU Contract Gateway](#).

#### **Ordering Logistics:**

Departments need to obtain a quote from a contracted vendor. Quote should minimally contain list price and the expected discount. Orders shall be placed in eVA referencing the contract number in the contract field and with a quote attached. See vendor details to identify if vendor accepts electronic orders. The SPCC should be used for all purchases.

#### **Orders Over \$10,000:**

When purchasing from a contracted vendor, departments may exceed their typical \$10K departmental delegation with prior approval from Procurement. Pricing will be verified by Procurement at the time the requisition is processed in eVA with the quote attached. Once approved by Procurement, departments may ask AP to raise their spending limit on the SPCC by providing a purchase order number.

#### **Notes:**

Per [JMU's Financial Procedure Policy 4205.313](#), Departments cannot place orders for promotional items that exceed \$15 per item, excluding set-up charges or shipping costs. All companies are IMG licensed and are approved to reproduce authentic JMU logos and marks for resale. See the [JMU Identity Guide](#) for information about logos.

#### **Vendor Issues:**

The JMU Promotional Contracts, outline the requirements of these vendors to offer first class service to the University. If there are customer service concerns that cannot be resolved between the University department and the vendor, please contact Krista Nealis, [nealiskl@jmu.edu](mailto:nealiskl@jmu.edu) or (540) 568-7523.

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**Awarded Vendors (alphabetical):**

1. 4Imprint, Inc.
2. Athletic Union LLC (formerly known as Fresh Printz)
3. Authentic Promotions.com
4. Bright Ideas, LLC
5. Commonwealth Promotional
6. Daniels Promotional Products
7. Eleven West, Inc.
8. I.D. Marketing, Inc. ta ID America
9. LDA Creations, Inc.
10. McClung Companies
11. Promo Factory
12. Real Access
13. Sans Screenprint
14. Scoville Specialties
15. Smooth Athletics
16. SOS Advertising
17. TDI, LLC dba MSP Design Group (formerly known as Promotional Considerations)
18. TK Promotions, Inc.
19. WKG Global Enterprises, Inc. dba A Logo For You

*See pages below for a summary of each vendor's contract*

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**4 Imprint, Inc. - UCPJMU5253**

**Website:** <https://www.4imprint.com/>

**Physical Location:** 101 Commerce Street, Oshkosh, WI 54901

**JMU's Contact:** John Lord – (866) 624-3699 – [jlord@4imprint.com](mailto:jlord@4imprint.com)

**eVA ID:** E4106

**SWaM certification:** N/A

**Overview of Pricing**

**Discount:** 10% discount off published list price including sale pricing

**Freight:** Exact freight cost for shipment – no upcharge

**Samples:** 10% off imprinted samples. No additional cost for blank and random print samples, samples to be returned to Contractor at Agency's expense

**Electronic Proofs:** No additional charge

**Setup Fees:** 10% discount and waived on repeat order of the same item with the same artwork

**Returns:** Waived restocking and shipping charges for returns and exchanges and waived associated costs for the replacement of defective, broken, or damaged items

**Embroidery and Screen Printing Services:** Yes, see contract documents for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Athletic Union LLC. (formerly- Fresh Printz) - UCPJMU5271**

**Website:** <https://athleticunion.com/>

**Physical Location:** 19248 Walnut Hills Road, Jeffersonton, VA 22724

**JMU's Contact:** Nick Schrank – (310) 909-9264 – [nick@athleticunion.com](mailto:nick@athleticunion.com)

**eVA ID:** VS0000110739

**SWaM Certification:** Small, Micro, Woman-owned

**Overview of Pricing**

**Discount:** See contract for details

**Freight:** Waived delivery costs on all standard, rush, and manufacturer orders

**Samples:** No additional charge if requested prior to production

**Electronic proofs:** No additional charge

**Setup fees:** No additional cost

**Returns:** Waived restocking and shipping fees of returns/exchanges

**Embroidery and Screen Printing Services:** Yes, See contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Authentic Promotions.com - UCPJMU5255**

**Website:** <https://authenticpromotions.com/>

**Physical Location:** 6151 Fair Oaks Blvd. Suite 103, Carmichael, CA 95608

**JMU's Contact:** Maril Cardwell – (800) 497-7765 ext 278 – [maril@authenticpromotions.com](mailto:maril@authenticpromotions.com)

**eVA ID:** E33524

**SWaM certification:** N/A

**Overview of Pricing:**

**Discount:** 25% discount off column price for one color and one location imprint. Additional discounts may apply for quantities over the end column pricing.

**Freight:** Waived delivery costs on all standard, rush, and manufacturer orders

**Samples:** No additional cost, samples to be returned to Contractor at the Agency's expense

**Electronic Proofs:** No additional charge

**Setup Fees:** No additional cost

**Returns:** Waived restocking and shipping fees of returns/exchanges

**Embroidery and Screen Printing Services:** Yes, see contract document for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Bright Ideas, LLC - UCPJMU5256**

**Website:** <https://www.gobrightideas.com/>

**Physical Location:** 95 Zion Station Ct, Troy, VA 22974

**JMU's Contact:** Janet Baellow – (434) 589-1441 – [janet@gobrightideas.com](mailto:janet@gobrightideas.com)

**eVA ID:** E37553

**SWaM Certification:** Small, Woman-Owned

**Overview of pricing:**

**Discount:** 12% minimum discount of supplier catalog or website pricing

**Freight:** Exact freight cost for shipment – no upcharge, on all standard and manufacturer orders

**Samples:** No additional cost, samples to be returned to Contractor at the Agency's expense

**Electronic Proofs:** No additional charge

**Setup Fees:** Waived for single orders over \$2,500

**Returns:** Waived restocking and shipping fees of returns/exchanges on blank and custom printed items

**Embroidery and Screen Printing Services:** Yes, see contract for detailed pricing

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Commonwealth Promotional - UCPJMU5257**

**Website:** <https://commonwealthpromotional.com/>

**Physical Location:** 36 Lucas Road, Fishersville, VA 22939

**JMU's Contact:** Kevin Gorby – (540) 887-2660 – [kgorby@commonwealthpromotional.com](mailto:kgorby@commonwealthpromotional.com)

**eVA ID:** E7925

**SWaM certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 15-25% discount off published list prices and quantity discounts

**Freight:** Waived delivery costs on all standard, rush, and manufacturer orders

**Samples:** No additional cost on most products. Charges may apply if samples are damaged, not returned within 30 days, or item being requested is valued at a price higher than \$50. Quantity limit is dependent on supplier.

**Electronic Proofs:** No additional charge

**Setup Fees:** No additional cost

**Returns:** Waived restocking and shipping fees for returns/exchanges. Charges may apply if manufacturer charges. Contractor shall pass on costs as applicable.

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** No

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Daniels Promotional Products - UCPJMU5258**

**Website:** <https://www.danielspro-ad.com/>

**Physical Location:** 2060 Pro Pointe Lane, Harrisonburg, VA 22801

**JMU's Contact:** Shiela Murphy – (540) 434-4240 ext. 110 – [smurphy@pro-ad.com](mailto:smurphy@pro-ad.com)

**eVA ID:** E46468

**SWaM certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 10%-20% discount off published price

**Freight:** Contractor shall provide free delivery for all items decorated at the Harrisonburg facility within a 30-mile radius. Exact freight cost for shipment – no upcharge as applicable.

**Samples:** Prior to Production and if requested, Contractor shall provide final product sample(s) (*with logo*). Possible fees may apply with certain vendors. Contractor shall pass on charges as applicable.

**Electronic Proofs:** No additional charge for first proof. Exact costs passed along as applicable for additional electronic proofs.

**Set up Fees:** 10% discount

**Returns:** Waived restocking and shipping fees for products that are damaged and/or printed incorrectly

**Embroidery and Screen Printing Services:** Yes, see contract for detail

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)



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**Eleven West, Inc. - UCPJMU5259**

**Website:** <https://elevenwest.com/>

**Physical Location:** 6598 New River Road, Radford, VA 24141

**JMU's Contact:** John Giesen – (540) 639-9319 – [john@elevenwest.com](mailto:john@elevenwest.com)

**eVA ID:** E5760

**SWaM Certification:** Small, Micro

**Overview of Pricing**

**Discount:** 12% discount off published price

**Freight:** Exact freight cost for shipments – no upcharge on all standard and manufacturer orders.

**Samples:** No additional cost on most products. Charges may apply if the valued price on the sample is over \$50.

**Electronic Proofs:** No additional fees

**Setup Fees:** Waived for all single orders over \$1,000. All of other setup fee charged at exact cost to Eleven West.

**Returns:** Waived restocking and shipping fees or returns/exchanges on blank items

**Embroidery and Screen Printing Services:** Yes, See contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**I.D. Marketing, Inc. t/a ID America - UCPJMU5260**

**Website:** <https://idamerica.com/>

**Physical Location:** 941 Corporate Lane, Chesapeake, VA 23320

**JMU's Contact:** Kenneth Carlson – (757) 609-3162 – [ken@idamerica.com](mailto:ken@idamerica.com)

**eVA ID:** E42055

**SWaM Certification:** Small

**Overview of Pricing**

**Discount:** Greatest quantity column (*End Quantity Pricing*) plus an additional 5% discount on standard items. For non-standard items, 5% discount off published Column List Price

**Freight:** Exact freight cost for shipment – no upcharge

**Samples:** No additional cost, samples to be returned to contractor at the agency's expense

**Electronic Proofs:** No additional charge

**Setup Fees:** 10% discount off setup fees.

**Returns:** Waived restocking and shipping fees for products that are damaged and/or printed incorrectly. For claims, Contractor shall be notified within 10 days of receipt of order.

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**LDA Creations, Inc - UCPJMU5261**

**Website:** <https://ldacreate.com/>

**Physical Location:** 2328 Silver Lake Road, Dayton, VA 22821

**JMU'S Contact:** Candace Farthing – (540) 879-2800 – [candace@ldacreate.com](mailto:candace@ldacreate.com)

**eVA ID:** VS0000082380

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 15% discount off published list price.

**Freight:** Waived delivery cost on all standard, rush, and manufacturer orders.

**Samples:** Prior to production, and if requested, Contractor shall provide final product sample(s) (*with logo*). There will be no additional charge if manufacturer has the ability to provide. Contractor shall pass on costs as applicable.

**Electronic Proofs:** No additional charge

**Setup Fees:** No additional cost

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** No

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**McClung Companies - UCPJMU5262**

**Website:** <https://www.mcclungco.com/>

**Physical Location:** 550 N. Commerce Avenue, Waynesboro, VA 22980

**JMU's Contact:** Mary Murphy – (540) 649-6901 - [marym@mcclungco.com](mailto:marym@mcclungco.com)

**eVA ID:** E1290

**SWaM Certification:** Small

**Overview of Pricing:**

**Discount:** 22% or greater discount off published list price

**Freight:** Waived delivery costs on all standard, rush, and manufacturer orders

**Samples:** No additional cost, samples to be returned to contractor at the agency's expense

**Electronic Proofs:** No additional charge

**Setup fees:** No additional cost

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Promo Factory - UCPJMU5263**

**Website:** <https://www.yourpromoneeds.com/>

**Physical Location:** 6440 Thomas Jefferson Parkway, Suite C, Palmyra, VA 22963

**JMU's Contact:** Spencer Mahanes - (434) 825-4965 – [spencer@yourpromoneeds.com](mailto:spencer@yourpromoneeds.com)

**eVA ID:** VS0000091634

**SWaM Certification:** Small, Micro, Woman-owned

**Overview of Pricing:**

**Discount:** 10%-22% discount off published price

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** Prior to production, and if requested, Contractor shall provide final product sample(s) (*with logo*)

**Electronic Proofs:** No additional charge

**Setup Fees:** Based by manufacturer (*shall pass on exact cost*)

**Returns:** Contractor shall waive restocking and shipping fees for products that are damaged and/or printed incorrectly

**Embroidery and Screen Printing:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Real Access – UCPJMU5265**

**Website:** <https://realaccesspromo.com/>

**Physical Location:** 12956 Old Plains Road, Fairfax, VA 22033

**JMU's Contact:** Arthur Bonair – (703) 620-5390 – [abonair@realaccesspromo.com](mailto:abonair@realaccesspromo.com)

**eVA ID:** VC0000137160

**SWaM Certification:** Small, Micro, Minority

**Overview of Pricing:**

**Discount:** See contract for details

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional charge when followed with order, 1 pre-production sample per order request, samples to be returned to Contractor at Agency's expense

**Electronic Proofs:** No additional cost

**Setup Fees:** Waived for screen printed orders greater than equal to \$2,000, waived for overseas factory direct custom manufactured and imprinted promotional items (*1 color 1 location imprint*)

**Returns:** Waived restocking fees or returns/exchanges

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Sans Screenprint – UCPJMU5266**

**Website:** <https://sansscreenprint.com/sans/shop/home>

**Physical Location:** 7014 Wellington Road, Manassas, VA 20109

**JMU's Contact:** Sixto Naranjo – (703) 368-6700 – [sixton@sansscreenprint.com](mailto:sixton@sansscreenprint.com)

**eVA ID:** E79311

**SWaM Certification:** N/A

**Overview of Pricing:**

**Discount:** See contract for information

**Freight:** Waived delivery costs on all standard and rush orders

**Samples:** No additional cost, samples to be returned to Contractor at the Agency's expense

**Electronic Proofs:** No additional charge

**Setup Fees:** No additional cost

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**Scoville Specialties – UCPJMU5267**

**Website:** <https://www.ssipromos.com/>

**Physical Location:** 2250 Murrell Road, Lynchburg, VA 24501

**JMU's Contact:** Lynn Scoville – (540) 296-5664 - [lynn@ssipromos.com](mailto:lynn@ssipromos.com)

**eVA ID:** E2722

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 25% discount off published price list broken down by quantity

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional cost, samples to be returned to Contractor at Agency's expense

**Electronic Proofs:** No additional cost

**Setup Fees:** No additional charge for 1<sup>st</sup> setup and 1<sup>st</sup> location, 25% discount off catalog set-up fees for every set-up thereafter

**Returns:** Waive all restocking and shipping fees of returns/exchanges. Contractor must be notified within 10-15 business days after receipt of order.

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)



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**Smooth Athletics – UCPJMU5268**

**Website:** [smoothathletics.com](http://smoothathletics.com)

**Physical Location:** 1425 Jefferson Hwy, Fishersville, VA 22939-2241

**JMU's Contact:** Shannon Boyle – (540) 885-6760 – [smoothathletics@aol.com](mailto:smoothathletics@aol.com)

**eVA ID:** VS0000244939

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** See contract for information

**Freight:** Waived delivery costs on all standard, rush order and manufacturer orders

**Samples:** Prior to production and if requested, Contractor shall provide final product sample(s) (*with logo*) at no additional charge

**Electronic Proofs:** N/A

**Setup Fees:** No additional cost

**Returns:** Contractor shall waive all restocking and shipping fees for products that are damaged and/or printed incorrectly

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**SOS Advertising – UCPJMU5269**

**Website:** [sos-ads.com](http://sos-ads.com)

**Physical Location:** 690 South Mason Street, Harrisonburg, VA 22801

**JMU's Contact:** Ryan Sacco – (540) 442-9226 - [sosadsinfo@gmail.com](mailto:sosadsinfo@gmail.com)

**eVA ID:** E67990

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** Email for quote

**Freight:** Waived delivery costs on all standard, rush order and manufacturer orders

**Samples:** No additional cost, samples to be returned to Contractor at Agency's expense

**Electronic Proofs:** No additional cost

**Setup Fees:** No additional cost

**Returns:** Contractor shall waive all restocking and shipping fees for products of returns/exchanges

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** No

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**TDI, LLC dba MSP Design Group (formerly known as Promotional Considerations)  
– UCPJMU5264**

**Website:** [mspdesigngroup.com](http://mspdesigngroup.com)

**Physical Location:** 641 Phoenix Drive, Virginia Beach, VA 23452

**JMU's Contact:** Bobby Baughan – 804-716-7303 - [bbaughan@mspdesigngroup.com](mailto:bbaughan@mspdesigngroup.com)

**eVA ID:** VS0000126193

**SWaM Certification:** Small

**Overview of Pricing:**

**Discount:** 16% discount off list price for initial 2 price columns, 21% discount of 3<sup>rd</sup> column and beyond for 1 color, 1 location print

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional cost on items listed \$25 or under for 1<sup>st</sup> column list price. Purchasing Agency will be billed for items listed above \$25 and will be reimbursed if returned within 90 days.

**Electronic Proofs:** No additional cost

**Setup Fees:** 20% discount for non-apparel orders under \$800. 20% discount for orders greater than \$800 plus 1 single color imprint waived.

**Returns:** Contractor shall waive all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**TK Promotions, Inc. – UCPJMU5270**

**Website:** [tkpromotionsinc.com](http://tkpromotionsinc.com)

**Physical Location:** 4441 Cox Road, Glen Allen, VA 23060

**JMU's Contact:** Todd Mawyer – (804) 740-8800 - [todd@tkpromotionsinc.com](mailto:todd@tkpromotionsinc.com)

**eVA ID:** VS0000033940

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 12% discount off published list price

**Freight:** Exact freight cost for shipment – no upcharge on all standard and manufacturer orders and waive costs on rush orders

**Samples:** No additional cost, samples to be returned to Contractor at Agency's expense

**Electronic Proofs:** No additional cost

**Setup Fees:** No additional cost for orders over \$2,500. Fees for other goods or services offered no additional cost for order over \$500

**Returns:** Waived all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)

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**WKG Global Enterprises, Inc. dba A Logo For You – UCPJMU5254**

**Website:** [alogoforyou.com](http://alogoforyou.com)

**Physical Location:** 100 Stafford Court, Williamsburg, VA 23185

**JMU's Contact:** Regina Kenerley – (757) 220-9259 – [alfy@kernergroup.com](mailto:alfy@kernergroup.com)

**eVA ID:** VS0000198054

**SWaM Certification:** Small, Micro, Woman-owned

**Overview of Pricing:**

**Discount:** 10% discount off published list price

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional cost, samples to be returned to Contractor at Agency's expense. Prior to production and if requested, Contractor shall provide final product sample(s) at no additional charge.

**Electronic Proofs:** No additional cost

**Setup Fees:** May be waived after the details of order are determined

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items. Contractor shall be notified within 10 calendar days of receiving order.

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** [See contract for additional information and detailed pricing](#)