Personalised Banners & Lectern Frontals

Using this PDF order form

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To do this, go to 'File' (or click on the disc icon) and 'Save' to your desktop. If it says, '...file already exists. Do you want to replace it?', click 'Yes'.

6   Print the PDF form and check all your details are correct.

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Follow steps 3 – 6 above.

Scroll down

Print this form and fill out your details by hand

Information about our banners

Scroll down

After filling out this form...

See page 9 on how to send your completed form to us.

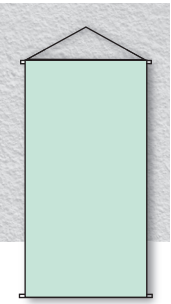| Type & shape	Size & price	Text & background	Image	Options	Your details	Send
1	2	3	4	5	6	7
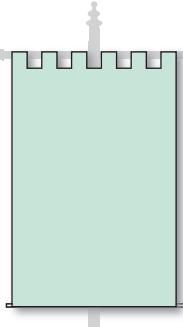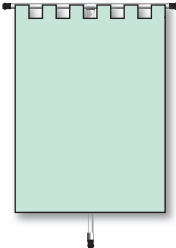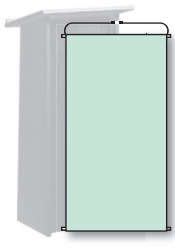
Select which type you want...

Suitable for processions, parades & pilgrimages

(1) Wall Hanging Banner

Wood rods and end caps top and bottom with gold effect hanging cord. A shape/5 sizes & B shape/2 sizes (see below)

(2) Parade Banner

Designed for church/school parades. Supplied with or without wood carrying pole. Tabbed loops and a gold fringe can be added as an optional extra.

Standard banner size: 27" x 36" (h x w). Other sizes available (please phone).

Landscape format. 2 people to carry.

(3) Processional Banner

For pilgrimages, church/school, processional/parade use. Designed to fit 'T' shape premium solid oak pole (optional extra). Includes tabbed loops & stabilising loop. Banner size: 52" x 36".

Upright format. 1 person to carry.

(4) School/Club Banner

For pilgrimages, church/school, processional/parade use. Smaller and lighter than (3). Designed to fit 'T' shape chrome tubular pole (optional extra). Includes tabbed loops & stabilising loop. Banner size: 44" x 31" (h x w).

Upright format. 1 person to carry.

(5) Lectern Frontal

Hangs from the front projection of a lectern* Includes wood rods and end caps, top & bottom, and adjustable gold effect cord with cord locks. Various sizes.

* Lectern book rest must have an over hang front projection of at least 30mm.

(6) Roller Banner

Scroll down

One shape 80 x 200cm Heavy duty anodised aluminium self-winding base. Includes padded carry bag.

Wall Hanging Banners (2 shapes available)

Lectern Frontal

Decide which shape you want...

A shape
Suitable for images that are rectangular, square, round or oval.
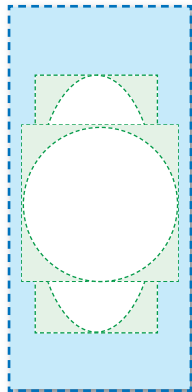
B shape
Suitable for images that are approximately square or round.
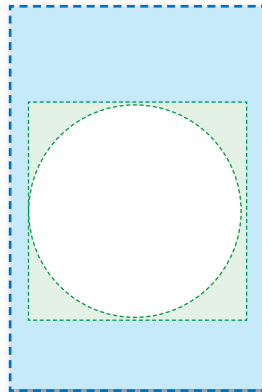
Any shape or size up to a maximum of 52" x 24" (h x w)
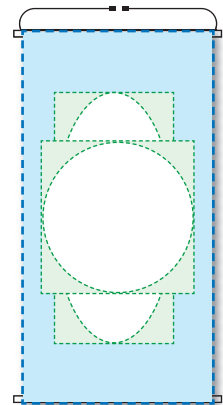
Scroll down

Approximate area for text.

Approximate area for image (square, circle, rectangle or oval)

Scroll down

(No selection required until next step)

Size & price

Personalised Banners & Lectern Frontals

Step 2a | 3/10

Type & shape	Size & price	Text & background	Image	Options	Your details	Send
✔ 1	2	3	4	5	6	7

Help? 01702 218956

We offer two types of personalisation…

Standard Personalisation

Fixed format design

- ◆ **Text** – School/Church name at top and short motto or phrase at bottom.
- ◆ **Image** – Take one existing image from our Poster, Banner or Saints/Inspirational People Collection on our website.
- ◆ **Background** – Your choice of single colour or two colour blend background.

Premium Personalisation

Your own bespoke design/layout

- ◆ **Text** – Any amount of text, any colour.
- ◆ **Image** – Up to 4 of your own images or choose from the image collections on our website.
- ◆ **Logo** – Your own school/church logo/emblem.
- ◆ **Background** – Any colours of your choice.

✔ ### Select a size…

✔ ### Select a size…

Scroll down ↓

Personalisation	Shape	Size (inches)*	Size (cm)*
Wall Hanging Banners A shape			
Standard	A	52" x 24"	132 x 61cm
£149.00 (£178.80 inc VAT)			BANSA52
Standard	A	78" x 35"	198 x 89cm
£249.00 (£298.80 inc VAT)			BANSA78
Standard	A	90" x 41"	229 x 104cm
£286.00 (£343.20 inc VAT)			BANSA90
Standard	A	102" x 47"	259 x 119cm
£325.00 (£390.00 inc VAT)			BANSA102
Standard	A	113" x 52"	287 x 132cm
£395.00 (£474.00 inc VAT)			BANSA113
Wall Hanging Banners B shape			
Standard	B	52" x 37"	132 x 94cm
£215.00 (£258.00 inc VAT)			BANSB52
Standard	B	72" x 52"	183 x 132cm
£320.00 (£384.00 inc VAT)			BANSB72
Parade Banners PB shape			
Standard	PB	27" x 36"	68.5 x 91.5cm
£145.00 (£174.00 inc VAT)			BANSPB27

Wood carrying pole for Parade Banner
40" length / 28mm dia.   £30.00 (£36.00 inc VAT) PBPOLE

Personalisation	Shape	Size (inches)*	Size (cm)*
Wall Hanging Banners A shape			
Premium	A	52" x 24"	132 x 61cm
£199.00 (£238.80 inc VAT)			BANPA52
Premium	A	78" x 35"	198 x 89cm
£316.00 (£343.20 inc VAT)			BANPA78
Premium	A	90" x 41"	229 x 104cm
£364.00 (£436.80 inc VAT)			BANPA90
Premium	A	102" x 47"	259 x 119cm
£420.00 (£504.00 inc VAT)			BANPA102
Premium	A	113" x 52"	287 x 132cm
£476.00 (£571.20 inc VAT)			BANPA113
Wall Hanging Banners B shape			
Premium	B	52" x 37"	132 x 94cm
£280.00 (£336.00 inc VAT)			BANPB52
Premium	B	72" x 52"	183 x 132cm
£364.00 (£436.80 inc VAT)			BANPB72
Parade Banners PB shape			
Premium	PB	27" x 36"	68.5 x 91.5cm
£175.00 (£210.00 inc VAT)			BANPPB27

Scroll down ↓

Processional Banners P shape

Standard	P	52" x 36"	132 x 92cm
£215.00 (£258.00 inc VAT)			BANSP52

Requires Processional Pole (see below)

Premium	P	52" x 36"	132 x 92cm
£280.00 (£336.00 inc VAT)			BANPP52

'T' shape solid oak Processional Pole   £295.00 (354.00 inc VAT)   MBBNP

Measurements are height x width.

Size & price continued ↓

Personalised Banners & Lectern Frontals

Step 2b | 4/10

Type & shape	Size & price	Text & background	Image	Options	Your details	Send
✔ 1	2	3	4	5	6	7

Standard Personalisation continued

✔ Select a size...

Personalisation	Shape	Size (inches)*	Size (cm)*

Roller Banners RB shape

| Standard | RB | 79" x 31.5" | 200 x 80 |
| £149.00 (166.80 inc VAT) | | | RBS |

School/Club Banners CB shape

| Standard | CB | 44" x 31" | 112 x 79 |
| £179.00 (214.80 inc VAT) | | | CBS |

Lectern Frontals Regular sizes

Standard	–	30" x 18"	76.2 x 45.7
£109.00 (£130.80 inc VAT)			LFS30
Standard	–	36" x 16.5"	91.5 x 42
£129.00 (£154.80 inc VAT)			LFS36
Standard	–	40" x 21"	101.5 x 53
£139.00 (£166.80 inc VAT)			LFS40
Standard	–	52" x 24"	132 x 61
£149.00 (£178.80 inc VAT)			LFS52

Premium Personalisation continued

✔ Select a size...

Personalisation	Shape	Size (inches)*	Size (cm)*

Roller Banners RB shape

| Premium | RB | 79" x 31.5" | 200 x 80 |
| £199.00 (238.80 inc VAT) | | | RBP |

Scroll down ⬇

School/Club Banners CB shape

| Premium | CB | 44" x 31" | 112 x 79 |
| £229.00 (274.80 inc VAT) | | | CBP |

Lectern Frontals Regular sizes

Premium	–	30" x 18"	76.2 x 45.7
£169.00 (£202.80 inc VAT)			LFP30
Premium	–	36" x 16.5"	91.5 x 42
£199.00 (£238.80 inc VAT)			LFP36

Scroll down ⬇

Premium	–	40" x 21"	101.5 x 53
£219.00 (£262.80 inc VAT)			LFP40
Premium	–	52" x 24"	132 x 61
£236.00 (£283.20 inc VAT)			LFP52

Custom Size Banners & Lectern Frontals

Help? 01702 218956

If the regular sizes listed on pages 3–4 are not suitable we can supply a custom size of your choice.

1. Add the dimensions for the size you require.
2. Email us for a quote – mybanner@mccrimmons.com
3. Add the quoted price in the 'My Quote' box.

Scroll down ⬇

✔ As applicable	Height		Width		My Quote
Wall Hanging Banner	___	x	___	inches	£ ___
Parade Banner	___	x	___	inches	£ ___
Lectern Frontal	___	x	___	inches	£ ___

Up to a maximum size of 52" x 24"

HEIGHT: Measure from the book rest projection, at the top, to the floor and deduct 3 inches (7.5cm).
WIDTH: Measure the width of the book rest at the front from where the frontal will hang.
NOTE: Make sure the book rest of your lectern has a front projection of at least 30mm.
The Frontal will hang and tie around this projection. A hanging cord is supplied that adjusts for width and height.

Type & shape	Size & price	**Text & background**	Image	Options	Your details	Send
✔ 1	✔ 2	**3**	4	5	6	7

Add your text...

Curved Straight

✔ ✔

ST. PETER'S PRIMARY SCHOOL

Text at the top

1st line

Main part of name. Example: ST. PETER'S *Set in capitals.*

2nd line

Subsidiary part of name. Example: PRIMARY SCHOOL *Set in capitals.*

Example

✔ ✔

ST. PETER'S PRIMARY SCHOOL

Text at the bottom

GLASGOW

Up to 3 lines of text

Short motto, phrase or city/town name. Example: GLASGOW

Scroll down
↓

Font ✔ ☐ **GOUDY SANS BOLD** (Recommended)

☐ **FRUTIGER BLACK CONDENSED**

☐ **ITC CERIGO BOLD**

✔ ☐ **I would like my own font...**

Type the name of the font you want here and we will try to match it.

Select your background colours...

✔

☐ **One colour background**

☐ **Two colour graduated blend**

ST. PETER'S PRIMARY SCHOOL

GLASGOW

Example

(Tick one colour from the list on the right)

ST. PETER'S PRIMARY SCHOOL

— 1st colour

GLASGOW

— 2nd colour

Example

(Tick two colours from the list on the right)

✔ **Tick the background colours you want**

1st colour
Lighter colours

2nd colour
Darker colours

Scroll down
↓

✔ ☐ **I would like different colours...**
I will email or post you samples of the colours I want.
mybanner@mccrimmons.com

Tip If you choose a two colour graduated blend, then lighter colours work better at the top blending down to a darker colour at the bottom.

Image ↓

Type & shape	Size & price	Text & background	**Image**	Options	Your details	Send
✔ 1	✔ 2	✔ 3	**4**	5	6	7

Decide what image/s you want on your banner...

Help? 01702 218956

✔ *As applicable*

STANDARD Fixed Layout (as priced on pages 3–4)

Choose one image from over 500 colour images in our online banner, poster and Saints Collection (to choose an image, click on the website links below…)

ST. PETER'S PRIMARY SCHOOL

GLASGOW
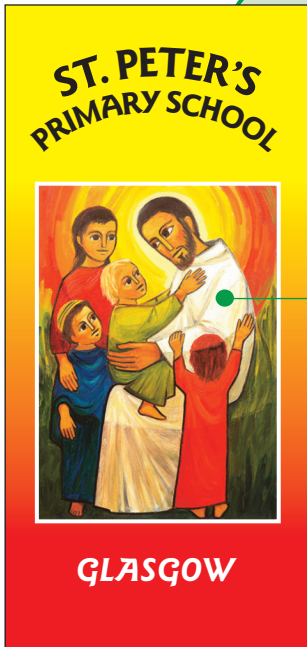
Example image shown: BAN/JOH02

a) Choose an image from our website and make a note of the **'Order Ref'** number…

Images from our general **banner range**:
http://www.mccrimmons.com/shop/banners/

Images from our general **poster range**:
http://www.mccrimmons.com/shop/posters/

Images from our **Saints Collection**:
http://www.mccrimmons.com/shop/saints-4/

Scroll down ⬇

b) Add the image **'Order ref.'** in the box below…

Example: BAN/JOH02

— 1st image choice

— Alternative image choice

Tip You will find the 'Order ref.' for the image you have chosen under the price on each product page of our website.

From £0.00
£0.00 inv VAT
Order ref: BAN/JOH02

Add to cart

Any layout.

Any amount of text in any position. Any colour text.

Any 4 images in any position.

Any background colour/s of your choice.

✔ *As applicable*

PREMIUM Bespoke Design (as priced on pages 3–4)

I wish to have a banner created and laid out to my own design. I will either choose an image from the website links above or will send you my own images.

I have filled out my design requirements in the Special Instructions box on step 6, page 8.

Scroll down ⬇

I have my own digital artwork and I will email it to you.†
(mybanner@mccrimmons.com)

I have my own artwork (hard copy) for you to scan and I will post it to you.†
(McCrimmons 10-12 High Street, Great Wakering, Essex, SS3 0EQ)

† If the artwork you supply is not of sufficient quality for reproduction and we have to redraw/retouch it, there may be an additional charge – we will notify you in advance if this is the case.

Options ⬇

Type & shape	Size & price	Text & background	Image	**Options**	Your details	Send
✔ 1	✔ 2	✔ 3	✔ 4	5	6	7

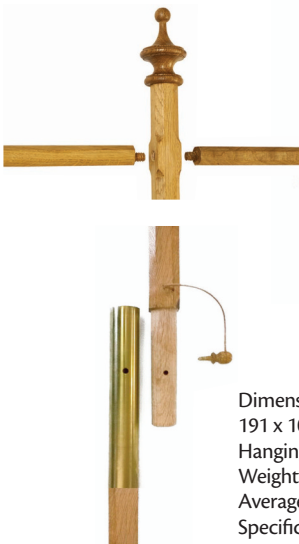# Select your optional extras...

✔ For processional banners only

Premium Solid Oak Processional Pole (A)

Hand-made in solid oak. Horizontal arms unscrew to attach banner. Natural oak finish. Upright in two sections with brass sleeve, pulls apart for ease of transportation. Self-assembly.

To fit standard banner size: 52" x 36"

£295.00 + VAT
(£354.00 inc VAT)
Order ref: MBBNP

Banner and stand not included, shown for illustration purposes only.

Dimensions:
191 x 107.5 cm (6'ft x 42.3")
Hanging width: up to 36" wide.
Weight: 1.69kg
Average weight with banner: 2.6kg
Specifications can vary.

Processional Pole Bag (D)

Fits Processional Pole (A) & (E).
£34.00 + VAT (£40.80 inc VAT)

Order ref: PPB

OFFER 1

(D) FREE Processional Pole Bag when ordered with a Processional Banner (BANSP52 or BANPP52) and Pole (MBBNP).

Chrome Tubular Steel Processional Pole (E)

3 part sectional self-assembly pole with clamp, pole connector and rubber end caps. Upright in two sections, unscrews for ease of transportation.
Assembly instructions included.

To fit standard banner size: 44" x 31"

£125.00 + VAT
(£150.00 inc VAT)

Order ref: CBPOLE

Supplied with padded carry bag and 2 x Hex/Allen keys.

Dimensions:
158 x 93cm
(5ft 2" x 36.6")

Hanging width:
up to 31" wide.

Weight: 1.63kg
Average weight with banner: 2.1kg

Pole diameter:
25mm
Specifications can vary.

Larger size available:
6ft 2" x 36.6"
(Please send for details)

Pole Stand (B)

Fits pole widths up to 32-36mm
Base size: 12" x 12"
Gold effect / Weight: 2.18kgs
Solid steel. Colour & other specifications can vary.

£115.00 + VAT
(£138.00 inc VAT)

Order ref: MBFSLTD
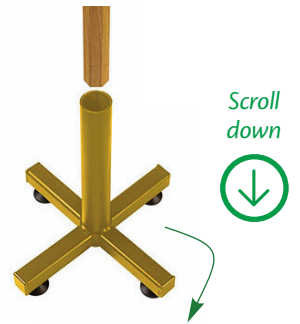
Scroll down ↓

Pole Stand Bag (C)

Fits pole stand (above).
£34.00 + VAT (£40.80 inc VAT)

Order ref: PSB

OFFER 2 – Save £83.00

(A) Processional Pole, (B) Pole Stand, (C) Pole Stand Bag & (D) Processional Pole Bag.

£425.00 + VAT (£510.00 inc VAT)

Items ordered separately:
£478.00 + VAT (£573.60 inc VAT)

✔ For all banners & lectern frontals

Gold fringe

Sewn to bottom edge.

Up 100 cm	£25.00 + VAT (£30.00 inc VAT)
Over 100 cm	£35.00 + VAT (£42.00 inc VAT)
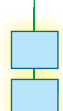
✔ For wall hanging banners only

Tabbed loops

Tabbed loops are included with Processional Banners.

Up 100 cm	£25.00 + VAT (£30.00 inc VAT)
Over 100 cm	£35.00 + VAT (£42.00 inc VAT)

Your details ↓

Type & shape	Size & price	Text & background	Image	Options	Your details	Send
✔ 1	✔ 2	✔ 3	✔ 4	✔ 5	6	7

Your details...

Help? 01702 218956

Email address

This email address will be used to send you a PDF proof. *Please check your 'Junk' mail folder.*

Contact name

Delivery address

Alternative delivery address*

Postcode

* All deliveries have to be signed for. If you think that there will be no one to receive and sign for the delivery, you can add an alternative address above.

Phone   Ext.

Billing address
(if different to delivery)

How did you hear about us?   *Scroll down* ⬇

Your order date   (D/M/0000)

Your order ref.   (Optional)

Delivery required by?

Delivery date   (DD/MM/0000)

SPECIAL INSTRUCTIONS

Delivery times   Approximately 14–28 working days from the date of your order.

Scroll down ⬇

What happens now?

After receiving your order we will email you a PDF proof as an email attachment (usually within 2-5 days) for your approval.

Proof & your approval

1) When you receive your PDF proof, print it out and check carefully that all the details are correct.

2) You can approve the proof by emailing, phoning or sign & date the proof and send it back to us by scanning it as an email attachment or you can fax or post it.

Please check your email inbox regularly and especially your **Junk Mail/ Spam folder. Please approve your proof promptly**.

Finish & Send ⬇

Personalised Banners & Lectern Frontals

Step 7 | **9/10**

Type & shape	Size & price	Text & background	Image	Options	Your details	Send
✔ 1	✔ 2	✔ 3	✔ 4	✔ 5	✔ 6	7

After filling out, send the form…

Help? 01702 218956

@ Open your email application…

Attach the saved PDF that's on your desktop and send to **studio@mccrimmons.com**

Print the PDF form…

Fax to **01702 216082**

Post to **McCrimmons,** 10-12 High Street, Great Wakering, Essex, SS3 0EQ

Information / Q&A ↓

Information

1. Type of printing (except Roller Banners)

Digital high quality dye-sublimation printing. A very high heat is applied in the transfer process of the image in this type of printing so the inks are fused into the fibres of the material making the image colour fast when the material is wet.

2. Material (except Roller Banners)

Most of our banners and lectern frontals are made from heavy duty (300gsm) 100% polyester, close-weave 'natural-feel' material which has fire retardant properties (BS5867/TypeB DIN4102). For most banners and lectern frontals the material is turned over and sewn top and bottom to form two pockets which contain wood rods with end caps.

Alternative material

Applies to Parade & School/Club banners only

We can also supply these banners in a plastic PVC which is more suitable for extended use outdoors. Please phone for details.

3. Wall hanging banners ◄ Back

Ideal for long term display inside schools and churches. A gold effect hanging cord is attached to the top wood rod. Tabbed loops and a gold fringe can be added as an optional extra.

4. Parade Banners ◄ Back

Designed to be carried by two people. Ideal for indoor or outdoor parades. More economical than a Processional Banners. Extra deep pocket at top to take a 28mm dia. wood carrying pole (optional extra) that has round finials (see step 2a, page 3). A gold fringe can be added as an optional extra.

5. Processional Banners (to fit pole A) ◄ Back

Designed to be hung on the solid oak 'T' shape processional pole (A) (optional extra) and carried by one person. Ideal for formal processions in schools, churches or on pilgrimages. Suitable for age range of 15 years to adult. Tabbed loops are included. A gold fringe can be added as an optional extra. 1 person to carry.

6. School/Club Processional Banners (to fit pole E)

Smaller Processional Banner than (A) and designed to be hung on the chrome 'T' shape pole (E). Ideal for schools, churches or pilgrimages. Suitable for an age range of 10 years to adult. Tabbed loops are included. A gold fringe can be added as an optional extra. 1 person to carry.

7. Lectern Frontals ◄ Back

Suitable for lecterns with a book rest that has a front projection of at least 30mm. Supplied with an adjustable cord that hangs over the front projection of the book rest.

8. Roller Banner (pull-up) ◄ Back

Our roller banners (also known as pop-up banners) have a self-winding cassette mechanism and extending support pole made from durable anodised brushed aluminium. The size is 80 x 200cm (w x h) and is printed on 180 micron matt-coated vinyl. Includes a free padded carry bag to store your banner in when not in use.

Information / Q&A continued ↓

school banner   church banner   processional banner   parade banner   club banner   lectern frontal   wall hanging banner   roller banner   christian banner   religious banner

Information continued

9. Measuring

Wall Hanging Banners When deciding which size you want allow for the hanging cord which will add approximately 12" (30.3cms) to the height.

Lectern Frontals HEIGHT: Measure from the book rest projection, at the top, to the floor and deduct 3 inches (7.5cm). WIDTH: Measure the width of the book rest at the front from where the frontal will hang.

10. Carriage

UK: £10.00 – £20.00 depending on quantity, size and weight.
Overseas: Price on application.

11. Delivery

Sent by our courier which is a signed for service.
Please make sure that someone is available to receive your delivery.

12. Safety

Do not hang or place your banner or lectern frontal close to a heat source such as a radiator or convector heater. Avoid hanging or placing in direct sunlight or other intense light source for long periods of time.

13. Colour accuracy

All digital devices and printers treat colours in different ways. The PDF proof email attachment we send you may look different to the copy from your own printer and can look different again on the final product, this is due to varying operating systems and printing techniques and materials used in production. We will try and match any colours you specify but an exact colour match cannot always be achieved.

What is the difference between RGB and CMYK colour and why does it matter?

RGB refers to the primary colours of light, Red, Green and Blue, that are used in computer monitors, television screens, digital cameras and scanners.
CMYK refers to the primary colours used in printing: Cyan, Magenta, Yellow, and Black, commonly referred to as 'full colour' or 'four colour printing'.
The combination of RGB light creates white, while the combination of CMYK inks create black. Therefore, it is physically impossible for printing machines to exactly reproduce colours as we see them on our monitors.

Questions & Answers

(Excluding Roller Banners)

Q. Can I clean my banner?
A. We recommend cleaning with a damp cloth with a mild detergent solution.
DO NOT machine wash.
DO NOT tumble dry.
DO NOT use products that contain bleach.

Q. Can I iron my banner?
A. DO NOT iron directly onto the banner.
Set the iron on a low/medium heat and lay a damp cloth such as a tea towel over the banner before you iron.

Q. Can I use my Processional/Parade Banner outdoors?
A. Yes but only for a limited duration each day.
Prolonged exposure to sunlight will affect the colours over a period of time. We do not recommend using it in poor weather conditions.

Questions & Answers continued

(Applies to all banners)

Q. Can I use my Processional Banner for an outdoor pilgrimage procession?
A. Yes. See previous answer.

Q. Can you supply larger sizes?
A. Yes. Please email or phone us for a quote.

Q. Can I have a different design/layout than the one shown on page 6?
A. Yes. Select our 'Premium Bespoke Design' personalisation on pages 3-4 & 6. You can draw up a rough idea of what you want in a word processing or layout application such as Microsoft Word or Publisher and email us your document. We will use this as a guide to draw up your design and send you a proof.

Q. Can I supply print ready artwork?
A. Yes. We prefer artwork created in Adobe Illustrator 6 with all linked images supplied separately (not embedded) and fonts created as outlines. If you are using Adobe CC please back save it to CS6. If you cannot back save then save as a high resolution PDF.

We can take artwork in the following formats:

– Adobe InDesign CS5.5 – 6
– QuarkXPress 9, 10, 2015 – 2017.
– Adobe Photoshop CS6* (with all layers flattened)
– PDF (high resolution print)

Image files:	EPS, EPS vector, JPG, TIF, PNG, Photoshop*
Colour mode:	CMYK
Print resolution:	300dpi
Document size:	100% same size*
Bleed:	Not required †
Crop marks:	Yes
Image area†:	Distance from top edge 80mm (min), distance from bottom edge 80mm (min), left and right edges 25mm.

* If you supply a Photoshop file we can accept artwork drawn up to a smaller size (50%) but please make sure it is drawn up in proportion so will scale accurately to the correct size. Make sure you have flattened all layers.

Media:	Email, CD (data), USB flash drive or via www.wetransfer.com

Please supply a JPG visual for our reference.

NOTES: (a) We cannot use Microsoft Word or Microsoft Publisher files as artwork.
(b) CMYK/RGB: If you cannot convert your RGB files to CMYK mode we will do it for you, but please be aware there may be change in how the colours will appear when printed.

† **ROLLER BANNERS**
Artwork specifications as above except for the following:
Bleed: 3mm