



## Vehicle Wrap Process

The following outline is provided to better serve Hunter Douglas dealers that are interested in the developing a customized vehicle wrap. It is vital to our mission that this check list is completed and all information is submitted to Y3K Grafix in order to allow for a successful vehicle wrap to take place.

### **Stage 1: Items to be provided by Hunter Douglas dealer**

- Review and complete the Customized Vehicle Wrap designed for Hunter Douglas dealers "Order Form" by selecting the vehicle graphic design and provide location of vehicle(s) along with contact information. Fax the completed order form to Y3K Grafix office; 951.695.9203.
- Review and approve a detailed pricing proposal submitted by Y3K Grafix (received after the Hunter Douglas dealer order form has been completed and faxed to Y3K Grafix). This proposal should be reviewed and if approved, signed and fax back along with Warranty & Maintenance Statements and Payment Authorization Form to Y3K Grafix office; 951.695.9203.
- Photographs displaying all four (4) sides of the vehicle will need to be taken by the dealer and sent to Y3K Design Dept (which will request via email). These photos are used as reference to view all areas of the vehicle to ensure that there are not areas that would be a concern for wrapping.
- Email logo artwork (eps format only) and PMS colors to Y3K Art Director; Jeff Waddleton at **jeffw@y3kgrafix.com**. If you do not a digital copy of your logo Y3K can produce one for a nominal fee.
- Y3K Grafix will provide a designed layout to the Hunter Douglas dealer for approval. This layout will show the dealer all 4 sides of the vehicle(s) with the selected design and dealer logo. Once dealer receives the layout, the following is required:
  - a. Review and make any changes to layout. Submit changes via email to **jeffw@y3kgrafix.com**. Y3K will make the corrections and resubmit a new design layout for you to approve.
  - b. The dealer will be asked to verify some critical dimensions of their vehicle once the design has been approved prior to creating the final print files. If the dimensions of the vehicle templates do not match up to the sample dimensions requested, the dealer may be asked to provide a full set of dimensions via a worksheet that is provided by Y3K Design Department.
  - c. Once final layout and dimensions have been approved, Y3K Grafix will create print files and submit to production.

**Production starts upon final approval of layout & critical dimensions are relayed.**

## Customized Vehicle Wrap Program

### Process Outline

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#### Stage 2: Y3K Grafix production of digital print files and vehicle graphics

- Upon approval of final design layout, Y3K Grafix will create and size the digital print files at high resolution. This process takes approximately 5 working days.
- Production of vehicle wrap graphics takes place once the print files have been created. Y3K Grafix will then begin the printing, packaging, and shipping the graphics to the vehicle location. This process takes approximately 7 working days.

#### Stage 3: Payment of Graphics and Application (reference signed pricing proposal)

**TERMS:** A \$500 deposit is required to initiate the order process, balance is due upon completion of production and prior to shipping of graphics. Once the final design layout has been approved and print files have been created, any revisions or changes to the layout options would incur additional art charges. In agreement of these terms and conditions, cancellation of this job will result in payment of all art design layout fees.

#### Stage 4: Vehicle Wrap Application

- The vehicle(s) graphics will be shipped via FedEx or UPS Ground to the Hunter Douglas dealer at the address provided on order form. Once the dealer confirms that the graphics have been received, Y3K Grafix will call to schedule an appointment to have a certified, professionally trained applicator apply your van wrap. The application will take place at the vehicle's location. The vehicle wrap application process takes a full day (per vehicle) to complete.

#### Preparation of vehicle(s) by Hunter Douglas Dealer prior to arrival of Y3K Grafix applicator:

- It is vital to the success of the vehicle wrap that the following preparation procedures of the vehicle(s) take place.
  - a. Arrange for an indoor facility in the event of inclement weather (Rainy, Windy or Air Temp at or below 60 degrees and/or at or above 80 degrees)
  - b. Thoroughly clean the vehicle(s) ensuring there is NO oxidation, dirt, rust, or any other particles that would interfere with the adherence of the graphic material.
  - c. Ensure that the vehicle(s) are COMPLETELY dry and stored indoors 24 hour prior to the scheduled application. Pay special attention to all rubber moldings, hinges, and any other places where water can settle.
  - d. Make sure the vehicle(s) are available no later than 7:00 AM and remain available until the completion of the wrap which will take up to 10 hours.

#### Contact Information

Y3K Grafix, Inc.

Direct Office Line: 951.693.5031 Fax: 951.695.9203

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Hunter Douglas Dealer

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Date