

Embroidery Placement Guide

Caps:

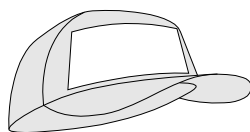
Max. Dimensions: 2.5"h x 4.5"w

Backings & Toppings: Many styles of caps require no backing, but an appropriate backing can still enhance the quality of most designs and reduce sewing problems. On many caps, the cardboard insert that comes with the cap can be used as a backing / stiffener. Corduroy caps require topping.

Location Directions: Unless otherwise noted, cap designs should always be centered on the front of the cap. **Special Notes:** Special care must be taken in hooping caps to ensure even tension. Be aware that the top seam does not necessarily denote the center of the cap, the center of the cap is a function of the center of the bill and the center seam, which may differ slightly.

Special Techniques: Foam-front caps embroider poorly, compressing the foam. If foam front caps are to be embroidered, minimum tensions must be employed.

Watch for Birdsnesting.



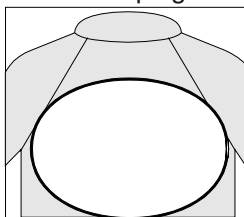
Jackets:

Max. Dimensions: 11"h x 13"w

Backings & Toppings: Quilt Lined jackets usually do not require backing, but a light tear-away backing can be employed to protect the quilt during embroidery. Woven jackets require a tear-away backing, fleece jackets need cut-away backing. Corduroy jackets and other textured surfaces require topping.

Location Directions: Use large oval jacket hoops for adults, small oval hoops may be required for youth. Design should be horizontally centered, top of design should be 4 to 5 inches below collar. Design must always appear "above center" on jacket back.

Special Techniques: Lined jackets present special hooping problems. To help ensure proper alignment of lining and shell, pin the lining to the shell at the arm pits before hooping.

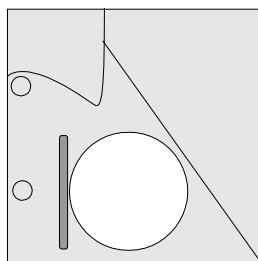


Jacket Crest:

Max. Dimensions: 5"h x 5"w

Backings & Toppings: Quilt Lined jackets usually do not require backing, but a light tear-away backing can be employed to protect the quilt during embroidery. Woven jackets require a tear-away backing, fleece jackets need cut-away backing. Corduroy jackets and other textured surfaces require topping.

Location Directions: Use smallest hoop that design will fit. If hoop has a side-mount, orient with mount towards placket for ease of embroidering. On most jackets, the second button from top is an appropriate vertical centering point. Horizontal center should be approximately where a pocket would be on a similarly sized garment.



Special Techniques: Lined jackets present special hooping problems. To help ensure proper alignment of lining and shell, gently smooth the lining away from the placket at hooping time.

Sleeves:

Max. Dimensions: 2.75"h x 2.75"w

Backings & Toppings: Sleeves should usually utilize the same backings as any other part of the same garment. Generally, a tear-away is used for woven goods, and cut-away is used for knits.

Location Directions: Bottom of design should appear approximately 1" above sleeve hem. Center of design should be on center, or slightly forward of center crease of the sleeve. Design should appear "below center" of sleeve itself. **Special Notes:** If garment has good stability, it may be acceptable to allow the hoop to fully encompass the backing, while bisecting the hem. (see 2nd illustration)

