



WORK: 866.HEY.GAFY  
FAX: 312.893.3814  
EMAIL: [INFO@GREATAPPARELFORYOU.COM](mailto:INFO@GREATAPPARELFORYOU.COM)  
WEBSITE: [WWW.GREATAPPARELFORYOU.COM](http://WWW.GREATAPPARELFORYOU.COM)  
2624 W. FULLERTON AVE, CHICAGO, IL 60647

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## Design\_Import\_File.xlsx – Detailed Description

This document contains a description of all fields in the *Design\_Import\_File.xlsx* spreadsheet. This spreadsheet is required for all released art and provides RELEASE clients a mechanism to communicate current and new art files.

**NOTE: Leave fields blank if they do not apply for the design (i.e. if no Back file do NOT put any value in the fields designated as Back).**

1. Company ID - **Completed by Client**
  - a. This unique client-specific number is assigned by Great Apparel For You.
2. Location - **Completed by Client**
  - a. This location designates *where* the art will be printed on a garment
  - b. Acceptable values are selected from an embedded drop-down list, and include:
    - i. Front
    - ii. Back
    - iii. Back\_Front
    - iv. LeftChest
    - v. RightChest
    - vi. Back\_LeftChest
    - vii. Back\_RightChest
3. Front\_File\_Name\_A - **Completed by Client**
  - a. **Actual front art filename with file extension**
  - b. Must be completed for Front, LeftChest & RightChest positions
  - c. Must be left blank for Back-only art
  - d. Must comply with Great Apparel For You art naming conventions
    - i. See [http://greatapparelforyou.com/Art\\_Naming\\_Convention.pdf](http://greatapparelforyou.com/Art_Naming_Convention.pdf) for details
4. Back\_File\_Name\_A - **Completed by Client**
  - a. **Actual back art filename with file extension**
  - b. Must be completed for Back, Back\_Front, Back\_LeftChest & Back\_RightChest positions
  - c. Must be left blank for Front-only art
  - d. Must comply with Great Apparel For You art naming conventions
    - i. See [http://greatapparelforyou.com/Art\\_Naming\\_Convention.pdf](http://greatapparelforyou.com/Art_Naming_Convention.pdf) for details
5. Underbase\_Override\_A - **Completed by Client**
  - a. Designates if a design should be *always* underbased, *never* underbased, or underbased using shirt color-based rules
  - b. Applies to *entire* design (both front and back art files where applicable)
  - c. Acceptable values are selected from an embedded drop-down list, and include:
    - i. Per Shirt Color
    - ii. Always Underbase
    - iii. Never Underbase
  - d. **HINTS:**
    - i. If there is *any* white in the art that must be printed as WHITE, the value must be *Always Underbase*.
    - ii. If color matching is required (i.e., school colors, company logo, etc.), this value should be *Always Underbase*.
    - iii. If the art is *all* black, the value should be *Never Underbase*.
6. Graphic\_Description\_A - **Completed by Client**



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- a. This is the name (graphic description) of the art
  - b. Maximum length of 48 characters
  - c. Allowed characters: Letters (A-Z), numbers (0-9), spaces, underscores or dashes
7. Front\_Hang\_Point - **Completed by Client**
- a. Distance from the bottom of the front collar to the top of the art file *for a basic t-shirt*.
  - b. Typical front hang point for men's XL shirt is 2.75
  - c. Chest hang points are determined by Great Apparel For You
    - i. Do NOT fill this field in for LeftChest, RightChest, Back\_LeftChest, Back\_RightChest
  - d. **The Front Hang Point + Design Height must never exceed 15" total**
  - e. Bottom-justified art placement is designated using a negative hang point
    - i. To place art 1.25" from the bottom hem, designate -1.25
  - f. See [http://greatapparelforyou.com/Art\\_Placement\\_RELEASED.pdf](http://greatapparelforyou.com/Art_Placement_RELEASED.pdf) for details
8. Back\_Hang\_Point - **Completed by Client**
- a. Distance from the bottom of the back collar to the top of the art file *for a basic t-shirt*.
  - b. Dynamically scaled by Great Apparel For You for appropriate positioning on all garment styles
  - c. Typical back hang point for men's XL shirt is 0.25
  - d. **The Back Hang Point + Design Height must never exceed 15" total**
  - e. Bottom-justified art placement is designated using a negative hang point
    - i. To place art 1.25" from the bottom hem, designate -1.25
  - f. See [http://greatapparelforyou.com/Art\\_Placement\\_RELEASED.pdf](http://greatapparelforyou.com/Art_Placement_RELEASED.pdf) for details