



THE RECOGNITION COMPANY
REWARD • RECOGNIZE • REMEMBER



BOWLING GREEN
THURSDAY, APRIL 2, 2020
12:00PM
BRING PAYMENT and COMPLETED PACKET WITH YOU!

LETTER JACKET ORDERING PACKET

In order to better serve you, **read and fill out** the entire packet before you meet with the representative to place your order on Measurement Day.

Step 1

FILL OUT contact information on the form below. Include email address.

PLEASE PRINT AND USE CAPITAL LETTERS

Date of Order

Student First Student Last Name

Student Mailing Address

City State Zip

Student Email Current Grade

Parent Email Graduation Year 20:

Parent Cell or Home Phone Student Cell Phone

School

City State

Through which school organization are you ordering your jacket today?
(Ex. Band, Academic, JROTC, Basketball, Football, Tennis, etc.)

Step 2

DETERMINE COST OF JACKET: Using this info packet, select your patches and other options. (Keep in mind that an average of 4 sleeve patches can fit per sleeve. Larger sized jackets will have more space between sleeve patches than smaller sized jackets. There is a Patch Map on the reverse side of this page for your convenience.) Then calculate your total.

Step 3

WHAT TO BRING to the measuring session:

- ◆ This info packet completed. (Have notes of any questions you may have for a TRC Rep who will review your order with you.)
- ◆ **Full Payment** for jacket and patches
- ◆ Patches you have already received and want to have sewn on your jacket.

Step 4

IMPORTANT INFORMATION: Read the last page of this packet for other important information.

THE RECOGNITION COMPANY
Questions?
985-236-2300 9:00am - 4:00pm M-F
letterjackets@therecognitionco.com
www.therecognitionco.com/letterjackets

Bowling Green Letter Jackets – Select your Jacket, Collar, and Sleeve Style

1st Check the type of JACKET you are ordering: ONE from this column:	2nd Next, check your choice of Collar Style from this column:	3rd Then check your choice of Sleeve Style from this column:
<input type="checkbox"/> Academics Jacket Gold Wool Body Gold Sleeve	Academics Collar <input type="checkbox"/> Knit Collar (same striped fabric as waist band and sleeve cuffs)	Academics Sleeve Choices <input type="checkbox"/> Gold Vinyl Sleeves <input type="checkbox"/> Gold Leather Sleeves (see info packet for addt'l pricing)
<input type="checkbox"/> Athletic Jacket Green Wool Body Green Sleeves	Athletics Collar Options <input type="checkbox"/> Green Wool Sport Collar* <input type="checkbox"/> Gold Wool Sailor Collar**	Athletics Sleeve Options <input type="checkbox"/> Vinyl Sleeves <input type="checkbox"/> Leather Sleeves (see info packet for addt'l pricing) <input type="checkbox"/> Wool Sleeves
<input type="checkbox"/> Cheer Jacket Green Wool Body Green Sleeves	Cheer Collar Options <input type="checkbox"/> Green Wool Sport Collar* <input type="checkbox"/> White Pile Sailor Collar** (Pile = fluffy fabric - like a fleece blanket) <input type="checkbox"/> White Wool Sailor Collar **	Cheer Sleeve Options <input type="checkbox"/> Wool Sleeves <input type="checkbox"/> Vinyl Sleeves <input type="checkbox"/> Leather Sleeves (see info packet for addt'l pricing)
<input type="checkbox"/> Buccanettes Jacket Green Wool Body Green Sleeves <i>(Check choice of Award Letter in section below)</i>	Buccanettes Collar Options <input type="checkbox"/> Green Wool Sport Collar* <input type="checkbox"/> White Pile Sailor Collar** (Pile = fluffy fabric - like a fleece blanket) <input type="checkbox"/> White Wool Sailor Collar**	Buccanettes Sleeve Options <input type="checkbox"/> Wool sleeves <input type="checkbox"/> Vinyl Sleeves <input type="checkbox"/> Leather Sleeves (see info packet for addt'l pricing)

This section for **Buccanettes Only**: Check your choice of Award letter:

Letter "B" with Girl: (Lettering: up to 7 letters)

"BG" Stacked: (Same as Cheer Award Letter)

Write Lettering Here: _____
 Additional \$26.00

No additional cost



*** Wool Sport Collar Example:**



**** Sailor Collar Example:**



Letter Jacket Terminology

Jacket Front



Jacket Back



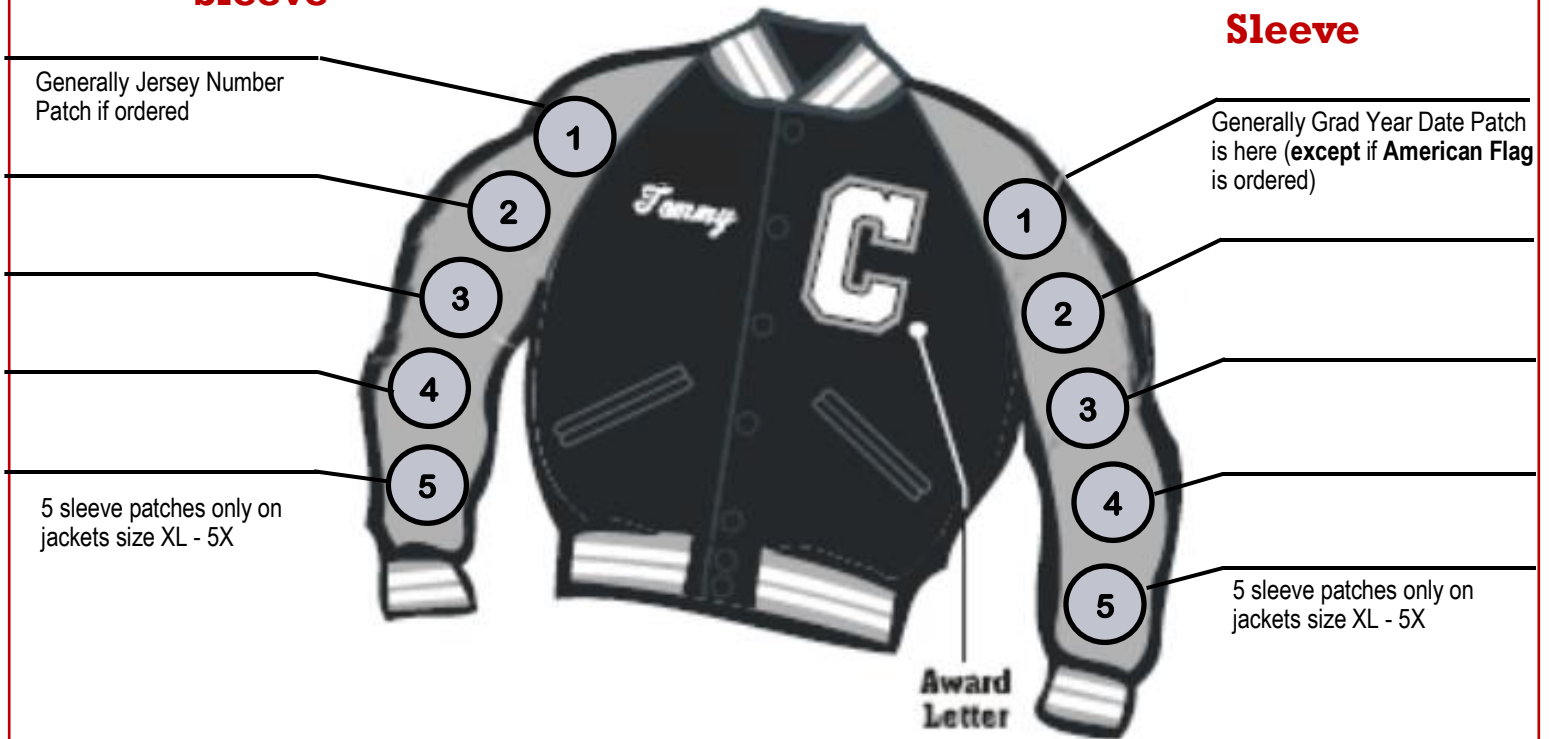
*Images reflect general jacket. Elements of the jacket established by your school/organization may be different from the images above.

Letter Jacket Patch Map

Ordering sleeve patches? Please fill in the "Patch Map" below reflecting the desired placement of your sleeve patches: Number of possible patches shown based on 3"-5" chenille patches.

Right Sleeve

Left Sleeve



If ordering sleeve patches and they are not listed on this Patch Map, you are agreeing to allow TRC to determine the placement of your sleeve patches.

BOWLING GREEN BASE JACKET ONLY



PLEASE NOTE: It is the sole decision of the Student/Parent as to what size jacket is chosen. When a student signs for the jacket, they acknowledge the correct size is ordered. Jacket rep will NOT tell a student what size to order under any circumstance. If you have any questions or concerns, please speak to a rep on Measure Day.

All prices INCLUDE tax.

Sizes
XS-2XL **\$ 104.00**

Oversize
Charge: \$ _____

Oversize Charge: 3X add **\$25**;
4X add **\$35**; 5X add **\$45**;
over 5X add **\$45 + \$12** per size

AWARD LETTER SYMBOLS & BARS

ALL SPORT/CLUB symbols ARE AVAILABLE but will be verified with school. Please do not list sports / clubs for which you are not eligible.

BARS represent the number of years you lettered



INSERTS(SYMBOLS) represent your sports, clubs & activities

Total number of symbols _____ x **\$3.00** = _____

Total number of bars _____ x **\$3.00** = _____

List symbols and # of bars for each _____

Award Letter \$ **INCLUDED**

Total cost of
Symbols \$ _____

Total cost of
Bars \$ _____

FRONT OF JACKET

DIRECT EMBROIDERY (Swiss thread embroidered on front right of jacket opposite from Award Letter.) Students must provide pre-approval, in writing, from coach/sponsor at time of measurement for Nicknames. —NO EXCEPTIONS.

1st Line _____ **\$18.00**

Additional Line _____ **\$13.00**

(Additional line examples: Section Leader, President, Captain)

1st Line \$ _____

Additional
Line \$ _____

YEAR DATE

(Sleeve patches)

Circle your choice of style

Standard sleeve placement is top left sleeve unless requested otherwise.



Write Graduation year here. Student **MUST** verify year.

Year Date \$ _____

Remember to fill in sleeve patches on your Patch Map - pg. 2!

POSITION / JERSEY NUMBER / WT. Class Sleeve Patches

Position	Trainer	Jersey Number			Wt. Class	
\$28	TRN	\$28	\$30	\$31	\$30	\$32
	Manager	Plain	w/sport	All Chenille	Plain	w/sport
	MGR					

If ordering, write **Position:** _____

Jersey #/Wt. Class: _____

Sport: _____

Position \$ _____

Jersey # \$ _____

(Standard sleeve placement is top of right sleeve unless requested otherwise.)

Wt. Class \$ _____

ATHLETICS Team/Custom/Individual Honors—Sleeve or Back of Jacket Patches Your choice not pictured? Ask a representative for availability. Unless otherwise noted, prices are **\$29 for NO wording or \$34 with wording.** (Tab to accommodate wording.)



If needed, please use the back of the page to write out patch style/ wording. Also, if you are ordering more than 2 sleeve patches, fill in your PATCH MAP on pg. 2. The rep will gladly answer your questions.

Most Sports Available!!

Circle images of your choices

Patches with NO Wording

\$29.00 x _____ qty = \$ _____

Patches WITH Wording

\$34.00 x _____ qty = \$ _____

State of LA Patch

\$35.00 x _____ qty = \$ _____

Combo Patches (patches with 2 honors on one patch)

\$39.00 x _____ qty = \$ _____

8" Back of Jacket patches with Wording

\$51.00 x _____ qty = \$ _____

**Rep will be available to answer questions and help with wording.

Patch Style _____ Wording _____

Patch Style _____ Wording _____

ACADEMICS Sleeve Patches

Key Club



\$35



\$35



\$35



\$29

NHS Crazy Letters



\$34

NHS Seal



\$35

Academic Excellence



\$34

Scholar Athlete



\$34

Circle images of your choices

Patch \$ _____

Patch \$ _____

BAND/CHOIR/DRAMA/FINE ARTS Sleeve Patches - Unless otherwise noted, prices are \$29 for NO wording and \$34 with wording. (Tab may be added to accommodate the wording.)



Please circle the patches you would like to order.

Patches with NO Wording

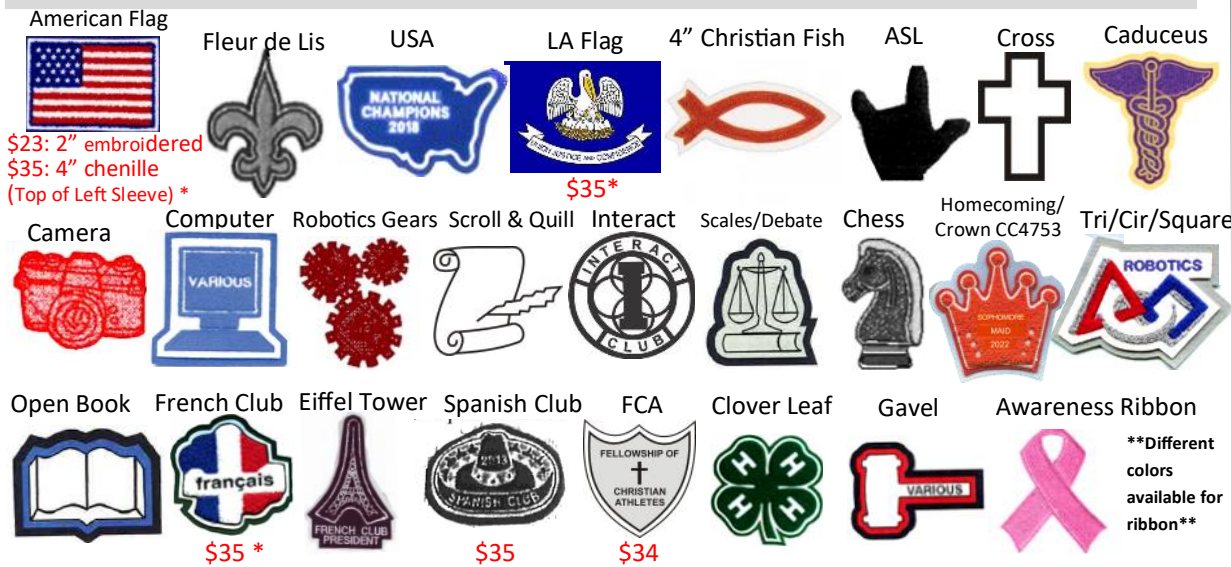
\$29.00 x ___ qty = \$ _____

Patches WITH Wording

\$34.00 x ___ qty = \$ _____

MOST INSTRUMENTS AVAILABLE
Ask a representative!

CLUBS/Specialty Sleeve Patches - Unless otherwise noted, prices are \$29 for NO wording and \$34 with wording. (Tab may be added to accommodate the wording.) *All patches except American Flag, LA Flag, Robotics, and French Club logo are made in school colors. Most country flags available. Ask Representative.



Please circle the patches you would like to order.

Patches with NO Wording

\$29.00 x ___ qty = \$ _____

Patches WITH Wording

\$34.00 x ___ qty = \$ _____

Patch/Style _____

Wording needed: _____

Patch/Style _____

Wording needed: _____

Different colors available for ribbon

CHEER/ DANCE / FLAGS Sleeve Patches - Unless otherwise noted, prices are \$29 for NO wording or \$34 with wording. (Tab may be added to accommodate wording.)



Please circle the patches you would like to order.

Patches with NO Wording

\$29.00 x ___ qty = \$ _____

Patches WITH Wording

Patch/Style _____

Wording needed: _____

Misc. Shaped Patches Available: Circle, Oval, Heart, Shield, Rectangle, and outlines of any State. Unless otherwise noted, prices are \$29 no words and \$34 with words

Rodeo/Agriculture/Outdoor Hobbies Sleeve patches - Unless otherwise noted, prices are \$29 for NO wording or \$34 with wording. (Tab may be added to accommodate wording.)



Please circle the patches you would like to order.

Patches with NO Wording

\$29.00 x ___ qty = \$ _____

Patches WITH Wording

\$34.00 x ___ qty = \$ _____

Patch/Style _____

Wording needed: _____

Other patches available: Many Livestock animal patches available. Boy and Girl Scouts of America patches available for \$35. M 19-20

JROTC Sleeve Patches - (Wording below is standard. Changes may be made on shield patches.)

Please circle your branch:
Army
Navy
Air Force
Marines



\$34 \$34 \$34 \$34 \$34 \$34 \$34 \$34



\$34



\$30



These patches are \$29 w/NO Wording; \$34 w/tab and Wording.

JROTC Boots

Crossed Rifles

Crossed Swords



\$12 first \$9 each addtl

Please circle the patch(es) you would like to order.

Patch \$ _____

Patch \$ _____

Please make a note if adding any wording to boots, rifle or saber patches, or if changing wording on shield patches. Use back if needed.

Shield Patches w/crossed rifles can have crossed swords or flags instead.

Service Branch: _____

SEW ON IF YOU ARE ORDERING YOUR JACKET AT THIS TIME and you are bringing previously received Patches to be sewn on your jacket during production: **Bring patches with you in a Plastic Bag with NAME on Bag.

Sew on of previously received patches. # of Patches _____ x \$9.00= _____

Sew On(s) \$ _____

SCHOOL MASCOT PATCHES

CIRCLE YOUR CHOICE of mascot size:



4" Sleeve Mascot \$34

OR

6" Back of Jacket Mascot \$39

Mascot Patch \$ _____

SAILOR COLLAR (girls only) \$30.00

Collar Only—Does not include personalization on collar.

Example of plain sailor collar →



Sailor Collar \$ _____

BACK OF JACKET NAMES

Students must provide pre-approval, in writing, from coach/sponsor for any Nicknames at time of measure. —NO EXCEPTIONS

Back of Jacket Name With Direct Embroidery-- Not a Patch-- \$40.00 Letters sewn directly onto sailor collar or back of jacket. **Straight names only; arched embroidery not available.**

Direct Embroidery \$ _____
OR

Back of Jacket Name Using A Chenille Patch-- Produced as separate patch and sewn on back of your jacket or sailor collar. Price listed is for up to 7 letters in the MAIN (large) name. Letters in tail do not count toward letter total. Add \$1.00 per letter for each additional letter.

If you chose a chenille back of jacket patch, please circle a style choice:

7 letters recommended maximum	7 letters recommended minimum	7 letters recommended minimum		
				(1) Circle style choice at left. Place main wording here. (2) Place tail wording here, if any. (3) Decorations Options, if any: Place decoration choice here Must all be same. Baseballs Horseshoes Softballs Basketballs Megaphones Stars Crosses Music Notes Volleyballs Footballs Paws Winged Feet Hearts Soccerballs (Track or CC)

Patch \$ _____
Additional Letters on main line: \$ _____
(# x \$1.00)
LETTERS IN TAIL DO NOT COUNT AS ADDITIONAL LETTERS

GENUINE LEATHER SLEEVE UPGRADE \$98.00 in addition to base jacket cost.

Base jacket has imitation leather (vinyl) sleeves. Due to leather dye, genuine leather sleeve color could look slightly different than imitation leather (vinyl) sleeves.

Leather Sleeve Upgrade \$ _____



THE RECOGNITION COMPANY

Don't see your Patch? Just Ask!

(985) 236-2300
Hours: 9:00 a.m. - 4:00 p.m. M-F
letterjackets@therecognitionco.com
www.therecognitionco.com/letterjackets

Payment can be made by cash or by check, money order or debit/credit card (VISA/Master Card/Discover only). Please make checks payable to: **The Recognition Company or TRC.** If paying with card: Charge will appear on your statement as: **TRC-BR.**

Card Number: _____ Exp. ____/____ CVV Code: ____
Cardholder's Billing Address: _____ Signature: _____

Subtotal _____
Sales Tax **INCLUDED** _____
Handling **\$13.00** _____
TOTAL _____

FULL PAYMENT DUE AT TIME OF MEASUREMENT

THE SALES PRICE OF THIS ORDER INCLUDES ALL LOCAL AND STATE SALES TAX. In accordance with LA R.S. 47:304F, "Any art of the tax not paid by the purchaser will be remitted on behalf of the purchaser by the dealer. In addition, this is your "written evidence that the dealer will be liable for and pay any tax the purchaser was relieved from paying under this paragraph himself."

IMPORTANT INFORMATION

JACKET SIZING

- ◆ Student/Parent chooses size.
- ◆ When student signs for their jacket at their school groups' measure session, they acknowledge the correct size is ordered.
- ◆ Jacket rep will **NOT** tell a student what size to order under any circumstances.
- ◆ Actual sizers will be on hand at school's measure session to help you determine your jacket size.

PAYMENT

- ◆ Full payment must be made on measurement day.
- ◆ Cash, check, money order or debit/credit (VISA, MasterCard, Discover cards only). American Express not accepted.
- ◆ Charge will appear on your statement as: **TRC-BR**. (\$25.00 Fee for Disputed Charges)

PAYMENT PROCESSING FEE

- ◆ An additional \$25 processing fee will be added to your order if payment is received after measurement day because the manufacturer will process your order as a "single jacket order".
 - ◇ Late payment could also delay receipt of your jacket.

ABSENT FROM MEASURE SESSION

- ◆ If for any reason you do not attend your school groups' measure session to be fitted, you may:
 - ◇ ...Email our office requesting a chart to determine your own jacket size (\$25.00 single jacket fee)
 - ◇ ...Call to schedule an individual custom measure session at our Baton Rouge office (\$50.00 fee)
 - ◇ IT IS THE RESPONSIBILITY OF A STUDENT WHO WAS ABSENT TO PROVIDE PROOF OF ELIGIBILITY FROM THE SCHOOL TO TRC before an appointment can be set up or your jacket order can be taken.

NSF CHARGE

- ◆ \$35 charge for NSF checks

CHANGE/CANCELLATION FEE

- ◆ A \$30 cancellation fee will be incurred if orders are cancelled prior to production.
- ◆ No changes can be made to the order after 72 hours of order placement.

MORE PATCHES

- ◆ Once you receive your jacket, you can order additional patches using one of the two methods below:

(1) online: **www.mkt.com/trcjackets**

When you proceed to Checkout, be sure to list the name of your school, school organization/team/group, and any custom wording you are ordering on your patch(es) in the "add additional note to merchant" box.

(2) email: **orders@therecognitionco.com**

I LETTERED Contest

Contest Rules:

1. Follow us on FB and/or Instagram.
2. Post on your FB feed "I lettered in ____" with the hashtag #ILetteredTRC.
3. Enter the hashtag #ILetteredTRC in the comments of any TRC Instagram post.
4. Winners will be announced on FB/Instagram once a month.



• Monthly Drawings to win a **FREE** patch of your choice!

• Begin browsing at:
<https://mkt.com/trcjackets>



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Hours: 9:00am-4:00pm M-F

letterjackets@therecognitionco.com

www.therecognitionco.com/letterjackets

Mailing Address: 7960 Goodwood Blvd.

Baton Rouge, LA 70806

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