



Personalization Order Form

Engraving Plates, Direct Engraving - Diamond & Laser, Sublimation

Submit Order via fax: 330.425.4221 or email: order@halointlcorp.com

Date Needed: _____ AM PM

Proof Required: Yes No Send Proof Via: Email Fax

Email/Fax: _____

Bill To Name: _____

Contact: _____ PO #: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Ship To: *(if different from billing)*

Name: _____

Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Shipping Instructions:

Allow at least two business days, unless express delivery is requested. Express delivery must be confirmed by contacting Halo by 1:00pm EST

Ground 2nd Day Overnight
 Priority Overnight Saturday

Note on Box: _____

Urn/Appliqué Selection: *(Please use a separate order for each personalized urn.)*

Urn Product #/Name: _____ Appliqué Product #/Name: _____

PERSONALIZATION OPTIONS

Please refer to Halo's Personalization Options Sheet for detailed instructions on completing this section. See pg 2 of this form or visit halointlcorp.com/customize.

ENGRAVING PLATE or PLAQUE

See Personalization Options Sheet for instructions on completing this section.

1. Engraving Plate #: _____

2a. Font #: **DDF** _____ 2b. Font Name: _____

3. Blacken Text: Yes No

DIRECT ENGRAVING ON URN

Please choose one of the following engraving methods. To determine the correct method for your selected urn, refer to pg 2 of this form or visit halointlcorp.com/customize.

A. Diamond Drag Method - Bronze/Stainless Cubes and Unpainted Cast Vases

1a. Font #: **DDF** _____ 1b. Font Name: _____

2a. Stock Graphics #: **D** _____ 2b. Custom Graphics

3. Blacken Text: Yes No

B. Laser Method - Stone, Marble, Wood and Painted Cast Vases.

1. Font #: **LF** _____ 1b. Font Name: _____

2a. Stock Graphics #: **L** _____ 2b. Custom Graphics

3. Color Fill: Black White Gold Silver Stain Other: _____

SUBLIMATION

See Personalization Options Sheet for instructions on completing this section.

1a. Sublimation Product #: _____ 2. Photo Emailed: Yes No

*DDF = Must choose a font from Diamond Drag Font Selection. **D = Must choose from Diamond Drag Stock Graphics Selection.
LF = Must choose a font from Laser Font Selection. *L = Must choose from Laser Stock Graphics Selection.

ENGRAVING TEXT

Size of text will be determined by the number of lines and amount of characters used per line. For best results we recommend using a maximum of three lines. Engraving text & dates will be produced exactly as provided below. Please double check spelling & date format before submitting this form.

Name to be Engraved: _____

Date of Birth: _____

Date of Death: _____

Add Line of Text: _____

Add Line of Text: _____

LOCATION OF ENGRAVING (only applies if engraving directly on an urn)

Top Long Side Short Side

If you prefer a different layout, please use the space below to show your layout preference:

Add Location Instruction: _____

Engraving will be produced using the standard layout below:

Joe Smith
Loving Father & Grandfather
June 11, 1923 - August 7, 2010

NOTICE: All products are custom made and non-returnable.
Engraving will be completed according to your faxed or emailed order form/instructions. Please be sure to enter all information correctly.
Not all graphics or photos are suitable for engraving. Photos can only be laser engraved. Only a limited selection of urns can be laser engraved with a photo.

Halo Personalization Options Sheet

Use the following information when completing the Halo Personalization Order Form.
See page 1 of this order form or visit www.halointlcorp.com/personalization.

ENGRAVING PLATES & PLAQUES

Engraving plates are brass plates that are engraved using a Diamond Drag Engraver. With several plate styles and font choices available, we are able to personalize any urn.

1. Engraving Plate #: to choose an engraving plate or plaque, see the Encyclopedia of Appliqués and Engraving catalog or visit halointlcorp.com/customize.

Choose from Halo's collection of engraving plates and plaques, then enter the plate or plaque # on line 1 of the Engraving Plate and Plaque section of the order form.

2. Fonts: choose font optimized for the Diamond Drag below

Choose from the Diamond Drag Font Selection below and enter the font's DDF # on line 1a. of the Diamond Drag Method section of the order form.

3. Blacken Text:

Utilizing an oxidizer on the exposed bare metal, Halo has the ability to darken the text of an item that has been Diamond Drag engraved.

DIRECT ENGRAVING ON URN: A. DIAMOND DRAG Method

Diamond Drag engraving utilizes a diamond tipped bit on **Bronze and Stainless Steel Cubes as well as Unpainted Cast Vases**. The diamond tip removes the top coating of the metal exposing the bare metal underneath.

1. Fonts: choose font optimized for the Diamond Drag engraving method below

Choose from the Diamond Drag Font Selection below and enter the font's DDF # on line 1a. of the Diamond Drag Method section of the order form.

DDF#	DDF#	DDF#	DDF#
01 BOWLBALL	05 Cursive	05 Gothic	09 ROMAN 3
02 Century	06 Flora Normal	06 Helvetica 1	10 Roman UI
03 Com Script	07 Flora Bold	07 Helvetica 3	11 Sable
04 CONTEMPORARY	08 Fritz Med	08 Old English	12 Universal

2a. Stock Graphics: Halo provides several different stock graphics that can be incorporated into your Diamond Drag engraving. Choose a stock graphic and enter the D# on line 2a. of the Diamond Drag Method section of the order form.
Visit halointlcorp.com/customize to view a complete list of Stock Diamond Drag

2b. Custom Graphics: clip-art provided by client

Provided clip-art can be engraved using the Diamond Drag method. To obtain the best quality, it is preferred that the graphic is provided as a vector file. All provided graphics will have to be optimized by Halo and may delay proofing and shipping of the finished product.

3. Blacken Text:

Utilizing an oxidizer on the exposed bare metal, Halo has the ability to darken the text of an item that has been Diamond Drag engraved.

Ph: 330.425.3800 - Fax: 330-425-4221

Email: order@halointlcorp.com - visit us at www.halointlcorp.com

SUBLIMATION

With Halo's sublimation equipment, a loved one's photo can be transferred onto a special appliqué disc. The sublimation process bakes each pixel of the image into the disc creating a beautiful, scratch resistant product that gives a truly personalized option to honor the deceased.

1. Sublimation Product #: to choose a sublimation product, see the Encyclopedia of Appliqués and Engraving catalog or visit halointlcorp.com/customize.

Choose from Halo's collection of Sublimation Products and enter the product # on line 1. of the Sublimation section of the order form.

Preparing Artwork:

To produce the best quality, provide a Jpeg image with a resolution of at least 300 dpi and at least 4" x 5" in size. When deciding upon the image, keep in mind that the subject matter that you want sublimated needs to be as large as possible. Selecting a photo that has a lot of background with a small head-shot of the subject will need to be scanned at a higher resolution. For example, the picture to the right is a 4" x 5" photo but the head-shot of the subject is only 1.5". This photo would need to be scanned at a higher resolution to achieve the best quality product. When scanning, make sure to set your scanner for "print" not for "web" resolution.



4" x 5" Photo

DIRECT ENGRAVING ON URN: B. LASER Method

Utilizing a 60watt laser, that uses a beam of light as the engraving tool, we are able to engrave **Wood, Stone, Marble, as well as select Cast Vases with painted finishes**.

1. Fonts: choose font optimized for the Laser engraving method below

Choose from the Laser Font Selection below and enter the font's LF # on line 1a. of the Laser Method section of the order form.

LF#	LF#	LF#	LF#
01 Aldine - Bold	05 COPPERPLATE33	10 Mirarae	15 Piranesi
02 Amazone	06 English - Adagio	11 Murray Hill	16 Ribbon 131
03 BANKGOTHIC	07 Futura Md	12 Old English	17 Roundhand
04 Brush Script	08 Gothic725	13 Optima	18 Times
05 Century 731	09 Marigold	14 Park Avenue	19 TRAJAN PRO

2a. Stock Graphics: to choose stock graphics optimized for Laser engraving, visit halointlcorp.com/customize.

Halo provides several different stock graphics that can be incorporated into your Laser engraving. Choose a stock graphic and enter the L# on line 2a. of the Laser Method section of the order form.

2b. Custom Graphics: clip-art provided by client

Provided clip-art can be engraved using the Laser method. To obtain the best quality, it is preferred that the graphic is provided as a hi-res Jpeg file. All provided graphics will have to be optimized by Halo and may delay proofing and shipping of the finished product.

3. Color Fill:

Halo offers a wide variety of colors that can be used to fill the letters of a Laser engraved urn. Due to the veining of Cultured Marble urns, it is recommended to always use a color fill.