

How to Design and Order Sublimated Jerseys

After following the custom builder link on your sport's page, follow the steps below to design a jersey and place your order:

Step 1: Select the style/cut of jersey you prefer.

Each style has MULTIPLE design templates to choose from. You must select a jersey style and fabric to view all design options.

Step 2: Choose your jersey fabric.

The pricing for Z-CLOTH is \$35 for short sleeve jerseys, and \$38 for long sleeve jerseys (Please note that there is an additional \$3 fee for sizes 2XL and up)

All other fabric options will require a custom quote.

Step 3: Choose your jersey design.

There are multiple jersey designs based upon the style/cut you select. You will be able to change colors/customize on the next step.

Step 4: Starting with Location 1, change colors by clicking on the gray "FILL" bar. (Please note that colors on your computer screen may differ from the actual fabric color. The Shop has color swatches and sample jerseys in-shop if you would like to view exact colors)

- To create an ombre look, click on the gray "GRADIENT" bar. Select the gradient and your desired colors.
- To create a patterned look, click on the gray "PATTERN" bar. Select your desired pattern and colors.

Step 5: Repeat step 4 with the other color locations. Get creative, and experiment with different color accents and patterns in different locations!

Step 6: Click on NAMES/NUMBERS at the top of the box, above all the design locations.

Step 7: Make sure the gray bar that says TEAM NAME is selected. Click "ADD TEXT" and type your team's name.

- If you have a logo you have created that includes your team's name skip this step and see Step 15 for uploading a logo.

Step 9: Click FONT & COLOR and choose a font using the drop down box, and change the color of the font by clicking the color boxes.

Step 10: Add Outline 1 (optional, but recommended for contrast). Click on the “OUTLINE 1” bar. Click ON, and select the outline color you would like.

- You may add an OUTLINE 2 by repeating the steps above, with the OUTLINE 2 bar. (For a thicker outline, make outline 1 and outline 2 the same color!)

Step 11: To change the shape of your team name, click on “EFFECTS” bar underneath the outline 1 and outline 2 bars. Select an effect if desired.

- If desired, you may also add a tail to your team name by selecting the “TAIL” bar underneath “EFFECTS”

Step 12: Add a front number if desired (many sports require a front number, but not all do. We recommend checking with the league to verify any jersey requirements.)

- To move the position of the number, see the “EFFECTS” bar and adjust using the UP/DOWN and RIGHT/LEFT toggles.
- Please keep in mind that space is limited on youth extra small and youth small jerseys
- You may add an outline, or two outlines to the number if desired.

Step 13: Add a player name on the back if desired.

- For safety reasons, The Shop discourages player names on the back for players younger than middle-school age
- You are welcome to add coach/fan names on the back, or simply the word “coach”

Step 14: Click the gray “BACK NUMBER” bar. Make sure that the number size is 6” (this is the standard size for numbers on jersey backs) Click “ADD TEXT” to type in a number.

- Add an outline or two outlines to the number if desired.
- To adjust placement of the back number, see the “EFFECTS” bar and adjust using the UP/DOWN toggle.

Step 15: Add sleeve numbers if desired, by clicking on the gray “RIGHT SLEEVE” or “LEFT SLEEVE” bars.

Step 16: Click on FLAGS AND LOGOS at the top of the box, above all the design locations.

- Logos and flags can be added anywhere on the jersey. You may select a stock logo, or you may upload your own image.
- - If you are uploading your own logo, IT MUST BE IN ONE OF THE FOLLOWING VECTOR FORMATS : EPS, SVG, or AI. (jpg, png, or bmp files are NOT accepted in the custom builder)

- Please note that using a custom logo may affect the turnaround time of your jersey. For guaranteed quickest turnaround, it is best to use stock images provided within the builder.

Step 17: Adjust the color, size and location of your logo by selecting different color boxes, and dragging the logo to adjust placement and size.

Step 18: Click on CHECKOUT/ROSTER at the top of the box, above all the design locations.

Step 19: Input your players' sizes and desired numbers. There are two options for doing this.

- Option 1: Click on "DOWNLOAD TEMPLATE" to download an excel sheet. Input your players' names, sizes, and numbers desired. Once you have input this on the spreadsheet, you may save it and re-upload it to the builder by clicking "UPLOAD FILE". The builder will automatically fill out your roster from the spreadsheet you upload.
- Option 2: Click on "PLAYER DETAILS" right above the bar to download the excel sheet. Enter in your team's name in the space "TEAM NAME". Add your players one-by one by filling in their name, number desired, and selected jersey size. To add more players, click "ADD PLAYER" underneath each player's information.

***** ONCE YOU HAVE COMPLETED YOUR DESIRED DESIGN, AND INPUT YOUR ROSTER INFORMATION YOU MAY MOVE ON THE FINAL STEPS*****

Step 20: Click the blue "SAVE DESIGN" button at the bottom right.

- Type in your TEAM NAME - COACH LAST NAME (The Shop has multiple teams with the same name. Please be sure to add your coach's last name in addition to your team's name to avoid any confusion).
- It may take 3-5 minutes for your design to successfully save! Please do not close out of the browser during this time.
- Once you receive the pop up on your screen that says "Design has been saved successfully", your design has been saved and can now be accessed by The Shop.

*****SAVING YOUR DESIGN DOES NOT MEAN YOUR ORDER HAS BEEN PLACED. YOU MUST FOLLOW THE FINAL STEP BELOW TO PLACE YOUR ORDER*****

Step 21: To complete your order, please email uniforms@psaplano.org ALL of the following information.

- In the subject line: SUBLIMATION ORDER
- In the email: TEAM NAME – COACH LAST NAME
- Your coach or team manager's first and last name
- Your coach or team manager's contact information
- Your team's sport (baseball, soccer, softball, volleyball etc.)
- Any additional information regarding the jerseys, or any design requests/adjustments you may like.

The Shop will confirm your order within 48-72 business hours, and will send you detailed information on payment processes, turnaround times, and pickup procedures.

Please note that The Shop will not process any order without roster information. The Shop cannot input player information on behalf of the coach or team manager

***Please note that The Shop is happy to help with any design/color/sizing questions. All designs are FINAL and cannot be changed once your jerseys have been ordered. ***