

Custom Master Lock Guardian Extreme™ Tags and Signs Distributor Order Process

Process Overview

1. Confirm information provided on end user's order
2. Place your order

Step 1: Confirm Information Provided on End User Order

When your customer submits their purchase order, please review and confirm that the following is included.

- Custom tag model #'(s) and quantity (see below)
- Properly formatted graphic file name
- EndUserNameEndUserPO#Qty#FrontOrBackTag#.jpg
 - Example:
 - ACMEPO239057QTY504FRONTTAG1.jpg
 - ACMEPO239057QTY504BACKTAG1.jpg
- You will need to include this information in the purchase order you submit.

Graphic dimensions:

Description	Sides	Prod Description	Area Available for Graphics	MOQ	Notes
S90001	2	Custom Safety Tag 3" x 5-3/4"	2.95" x 4.88"	25	MOQ per custom graphic
S90001MT	2	Custom Safety Tag 3" x 5-3/4" Metal Detectable	2.95" x 4.88"	25	MOQ per custom graphic
S90001PH	2	Custom Safety Tag 3" x 5-3/4" Photo	2.95" x 4.88"	25	Unique photo, info per tag
S90001PHMT	2	Custom Safety Tag 3" x 5-3/4" Metal Detectable Photo	2.95" x 4.88"	25	Unique photo, info per tag
S90001SQ	2	Custom Safety Tag 3" x 5-3/4" Sequential Numbering	2.95" x 4.88"	25	Unique sequence per tag
S90001SQMT	2	Custom Safety Tag 3" x 5-3/4" Sequential Numbering Metal Detectable	2.95" x 4.88"	25	Unique sequence per tag
S90002	2	Custom ID Tag 3" x 1-1/2"	2.95" x 1.45"	100	MOQ per custom graphic
S90002MT	2	Custom ID Tag 3" x 1-1/2" Metal Detectable	2.95" x 1.45"	100	MOQ per custom graphic
S90003	2	Custom Scaffold Tag 3" x 9"	2.75" x 7.80"	25	MOQ per custom graphic
S90004	1	Custom Sign 7" x 10"	6.5" x 9.5"	10	MOQ 1 per graphic w/ 10 total
S90005	1	Custom Sign 10" x 14"	13.375" x 9.70"	10	MOQ 1 per graphic w/ 10 total
S90006	1	Custom Sign 14" x 20"	13.00" x 19.25"	10	MOQ 1 per graphic w/ 10 total
S90007	1	Custom Sign 12" x 18"	11.75" x 17.75"	10	MOQ 1 per graphic w/ 10 total
S90008	1	Custom Sign 12" x 10"	11.75" x 9.75"	10	MOQ 1 per graphic w/ 10 total
S90009	1	Custom Sign 12" x 9"	11.75" x 8.625"	10	MOQ 1 per graphic w/ 10 total
S90010	1	Custom Sign 12" x 8"	11.75" x 7.75"	10	MOQ 1 per graphic w/ 10 total
S90011	1	Custom Sign 12" x 4"	11.75" x 3.75"	10	MOQ 1 per graphic w/ 10 total
S90014	2	Custom Sign 7" x 10"	6.5" x 9.5"	10	MOQ 1 per graphic w/ 10 total
S90015	2	Custom Sign 10" x 14"	13.375" x 9.70"	10	MOQ 1 per graphic w/ 10 total
S90016	2	Custom Sign 14" x 20"	13.00" x 19.25"	10	MOQ 1 per graphic w/ 10 total
S90017	2	Custom Sign 12" x 18"	11.75" x 17.75"	10	MOQ 1 per graphic w/ 10 total
S90018	2	Custom Sign 12" x 10"	11.75" x 9.75"	10	MOQ 1 per graphic w/ 10 total
S90019	2	Custom Sign 12" x 9"	11.75" x 8.625"	10	MOQ 1 per graphic w/ 10 total
S90020	2	Custom Sign 12" x 8"	11.75" x 7.75"	10	MOQ 1 per graphic w/ 10 total
S90021	2	Custom Sign 12" x 4"	11.75" x 3.75"	10	MOQ 1 per graphic w/ 10 total

Step 2: Place Your Order

Once you've confirmed the End User's information as stated in step one please submit your order.

Be sure to include:

- Model number and quantity
- You must include the graphic file(s) in your purchase order
- Please make sure it's clear on your PO which graphic file coincides with which model and quantity.
- Please include a contact name and phone number in case we have any questions about the graphics or the order.
- Note: If you are submitting the graphics on behalf of your End User, please review the "*End User Order Instructions*" document.

Once we receive your completed order it takes approximately 30 working days to mold and ship.

Please direct any questions about your order to customerservice@mlock.com.