

Too Cool T-shirt Quilts™ would love to make your T-shirt quilt.

The question we are asked most often is: “What do I do next?” Below is what to do next!

Table of Contents

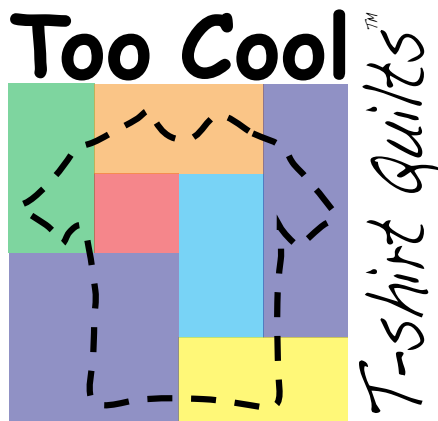
Preparing your T-shirts..... 2

How to tell us what you DO NOT want used on your T-shirt 2

Link to the order form..... 5

Boxing and Shipping Directions..... 5

What you can expect from Too Cool T-shirt Quilts 8



You are more than welcome to call us here at Too Cool T-shirt Quilts with any questions you have about your T-shirt quilt.

269-749-9249

Info@TooCoolTshirtQuilts.com

Copyright 2013 Too Cool T-shirt Quilts Inc. and Too Cool T-shirt Quilts International LLC

Preparing your T-shirts

Please wash T-shirts without perfumed detergents or dryer sheets. Perfume makes us sneeze and you don't want us sneezing on your quilt! If you do not have detergent that is perfume free, please just wash the T-shirts in a washing cycle without any detergent. New, unwashed T-shirts should be washed.

How to tell us what you DO NOT want used on your T-shirt

The first step we take when we receive your T-shirts is to cut them. If you have any specific directions you would like us to follow when cutting your T-shirts, please follow the directions below on how to tell us what you DO NOT want used. Please realize that we have cut 100,000's of T-shirts. Last year alone we cut over 25,000 T-shirts. So your T-shirts are in experienced hands.

- If there is a part of your T-shirt that you DO NOT want used, X it out with blue painter's masking tape. We will use everything that is not X'd out. Please do not X out blank parts of your T-shirts. We will only be cutting out the design or graphic on your T-shirts.



- If there is part of a design you don't want us to use, there are two options. If there is only a little that you *do not* want use, cross off what you don't want used. If there is only a little of the design you *do* want used, box the part you DO want used with masking tape. Please only box a design when you want to use a small part of a larger design.



- If you have a special request for a particular T-shirt - say you want it centered - write that request on masking tape and stick it to the T-shirt outside the area of the graphic or design. We will move the tape on the block, where it will remain, until the request is fulfilled. Please keep your request for placement of T-shirts down to just a few. The more specific placements that are requested, the less flexibility we will have in laying out your quilt and the less interesting the design.



- If you think that you don't have enough T-shirts to make the quilt the size you would like, print on the top of the order form to "Cut Big". This means that we will leave a larger margin around the graphics. If you end up with too much, we can always cut the blocks smaller.
- Stains. Normally we do not do anything about stains on your T-shirts. Stains are part of your story. If this is ok with you, then you don't need to do anything. If there is a stain that you don't want in the quilt, mark that area with blue painter's masking tape. On the masking tape write what you want done - say, "remove" or "avoid if possible". If you ask us to remove the spot, the area in question will be cut out and a piece of matching fabric will be used to fill in the hole. This might not look much better than the stain. If you ask us to avoid the spot we will try to cut the T-shirt block not to include the stain. But we like to center the design on the block rather than have it off center. Having the design off center will be more noticeable than most stains.

A note about masking tape:

- Please only use blue painter's masking tape. Other types of tape are stickier and may leave a residue on your T-shirts.
- Please only put tape on the parts of the T-shirts you DO NOT want used. If the tape does leave a residue, it will be on the graphics you don't want used – no big deal.

Link to the order form

Please follow the link to the order form page. Click on the state that you live in and print out the order form.

[Order Form](#)

If we have communicated via e-mail about a special issue or request, please print out and attach that e-mail to your order form. This is important!

A separate order form needs to be completed for each quilt. You are welcome to send more than one group of T-shirts in a box, but please put each in a separate plastic bag with its' own order form. If you are sending more than one quilt, double check that the correct T-shirts are in the correct bag. We won't mix up your T-shirts, but if they come mixed up, there is no way that we would know that.

We would love an e-mail or phone call telling us ahead of time that your T-shirts are on the way. You can call the phone number on the top of your order form.

Boxing and Shipping Directions

Packaging your T-shirts

We receive boxes of T-shirts everyday here at Too Cool T-shirt Quilts. They come from the post office, UPS and FedEx. Some boxes are packed better than others. Here are some thoughts on packing your T-shirts.

- Try to use a box the right size for your pile of T-shirts. Boxes that are over or under stuffed tend to be damaged more often than correctly sized boxes. Over stuffed boxes tend to explode while the under packed boxes tend to get crushed.
- Use appropriate packing material if your box is larger than you need for your T-shirts. This will help the box from being crushed. Note: your objective is to keep the box from being crush and not to protect the T-shirts from damage. *T-shirts are not fragile.*

Good packing materials: Air bubbles, bubble wrap, wads of newspaper, Kraft paper or brown paper bags, reused foam from other packaging, eggshell foam, clean egg cartons – sans eggs.

Strange packing material: new packages of toilet paper rolls, boat seat cushions, empty 2 liter bottles.

Bad packing materials: packing peanuts (we hate packing peanuts), shredded paper or plastic bags. If you must use these items, please put them in zip lock bags before you put them in the box.



- Put your order form in the box and your return address on the outside of the box. Believe it or not, we receive boxes with no return address and no order form. Then we have to wait until you call wondering if we received your T-shirts.
- Tape your box well. Many boxes come damaged because they were not taped well. Aim for a strip across the flaps and one on each end. Double-check the bottom of your box especially if you are reusing an old box.

Shipping your T-shirts

There are four basic ways to get your T-shirts to Too Cool T-shirt Quilts. They can be shipped via US Postal Service, UPS or FedEx. Or you can drop them off at one of our shops.

To track or not to track, that is the question. Should you purchase tracking for your T-shirts? Yes, if you want to make sure they get here. No, if you are unconcerned. If you ship UPS or FedEx Ground, the tracking number is part of the purchase.



What to expect from Too Cool T-shirt Quilts

We will try to have your T-shirts cut and e-mail you with the size and cost of your quilt within two business days of receiving your box of T-shirts. If you have not heard from us, please do not hesitate to call us. Many times we have received the box, have cut the T-shirts and have e-mailed you, but the e-mail never landed in your in-box. If we are backed up and it will be longer than two days before we get to your box, we will send you an e-mail telling you that we have received your box and that there is a delay in cutting your T-shirts.

We are very careful to not mix up your T-shirts with another customers. That just would not be good. So each quilt is assigned a plastic storage box when the shipping box is opened. Each storage box is labeled with your name and all the paperwork and blocks for your quilt are kept in that box. Each of us will only ever open one box at a time.



If your quilt size is too large or small, we will work with you to get your quilt to the size you would like.

When we receive your approval on the quilt size and cost, we will begin working on your quilt. If we have any questions during this time, we will call and ask you.

Here is a link to our process page that shows the steps we take while making your T-shirt quilt.

Our Process

After your approval, you will not hear from us until your quilt is finished. If you are paying by credit card or PayPal, you will next receive an e-mail ransom photo from us. If you sent a deposit check, you will receive an e-mail from UPS or FedEx with a shipping number telling you that your quilt is on the way. There will be a bill for the balance due in the box with your quilt and is due upon receipt of your quilt.

You are more than welcome to call us anytime during the process to check-up on your quilt.

If you sent too many T-shirts or we needed to remove blocks from your quilt to make the quilt smaller, we will return these items with your quilt.

When we ship your finished quilt to you, the quilt is in a plastic bag packed in a clean new box. We typically either use UPS or FedEx for return shipping.