The below contracts are Mandatory. Departments may choose from any of the vendors below and may compare prices from several vendors on contract. Any purchase for promotional items outside of these contracts requires advance approval from Procurement Services. Non-compliance with these mandatory contracts will be tracked.

**Promotional Items:**
Items purchased to market the University that may contain a logo or branding that identifies it as “JMU”. Typically provided free of charge to recipients as an incentive.

**Contracted Vendors:**
Vendors who have been awarded a contract through a formal procurement process. These firms have been thoroughly evaluated and found to be viable, reputable promotional vendors that can provide quality goods and services and the best value for the University.

Full text contracts can be reviewed through the [JMU Contract Gateway](#).

**Ordering Logistics:**
Departments need to obtain a quote from a contracted vendor. Quote should minimally contain list price and the expected discount. Orders shall be placed in eVA referencing the contract number in the contract field and with a quote attached. See vendor details to identify if vendor accepts electronic orders. The SPCC should be used for all purchases.

**Orders Over $10,000:**
When purchasing from a contracted vendor, departments may exceed their typical $10K departmental delegation with prior approval from Procurement. Pricing will be verified by Procurement at the time the requisition is processed in eVA with the quote attached. Once approved by Procurement, departments may ask AP to raise their spending limit on the SPCC by providing a purchase order number.

**Notes:**
Per [JMU's Financial Procedure Policy 4205.324](#), Departments cannot place orders for promotional items that exceed $10 per item, excluding set-up charges or shipping costs. All companies are IMG licensed and are approved to reproduce authentic JMU logos and marks for resale. See the [JMU Identity Guide](#) for information about logos.

**Vendor Issues:**
The JMU Promotional Contracts, outline the requirements of these vendors to offer first class service to the University. If there are customer service concerns that cannot be resolved between the University department and the vendor, please contact Dana Simmers, simmerdm@jmu.edu or (540) 568-5113.
James Madison University - Promotional Items and Imprinting Services
Mandatory - Multiple-Award - Term Contracts
Contracts valid October 15, 2019 through October 14, 2020 with five (4) one-year renewal options

**Awarded Vendors (alphabetical):**
1. 4Imprint, Inc.
2. Athletic Union LLC (formerly known as Fresh Printz)
3. Authentic Promotions.com
4. Bright Ideas, LLC
5. Commonwealth Promotional
6. Daniels Promotional Products
7. Eleven West, Inc.
8. I.D. Marketing, Inc. ta ID America
9. LDA Creations, Inc.
10. McClung Companies
11. Promo Factory
12. Promotional Considerations
13. Real Access
14. Sans Screenprint
15. Scoville Specialties
16. Smooth Athletics
17. SOS Advertising
18. TK Promotions, Inc.
19. WKG Global Enterprises, Inc. dba A Logo For You

*See pages below for a summary of each vendor’s contract*
4 Imprint, Inc. - UCPJMU5253

Website: 4imprint.com
Physical Location: 101 Commerce Street, Oshkosh, WI 54901
JMU’s Contact: John Lord – (866) 624-3699 – jlord@4imprint.com
eVA ID: E4106
SWaM certification: N/A

Overview of Pricing
Discount: 10% discount off published list price including sale pricing
Freight: Exact freight cost for shipment – no upcharge
Samples: 10% off imprinted samples. No additional cost for blank and random print samples, samples to be returned to Contractor at Agency’s expense
Electronic Proofs: No additional charge
Setup Fees: 10% discount and waived on repeat order of the same item with the same artwork
Returns: Waived restocking and shipping charges for returns and exchanges and waived associated costs for the replacement of defective, broken, or damaged items
Embroidery and Screen Printing Services: Yes, see contract documents for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Athletic Union LLC. (formerly- Fresh Printz) - UCPJMU5271

Website: athleticunion.com
Physical Location: 19248 Walnut Hills Road, Jeffersonton, VA 22724
JMU’s Contact: Nick Schrank – (310) 909-9264 – nick@athleticunion.com
eVA ID: VS0000110739
SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing
Discount: See contract for details
Freight: Waived delivery costs on all standard, rush, and manufacturer orders
Samples: No additional charge if requested prior to production
Electronic proofs: No additional charge
Setup fees: No additional cost
Returns: Waived restocking and shipping fees of returns/exchanges
Embroidery and Screen Printing Services: Yes, See contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing
James Madison University - Promotional Items and Imprinting Services
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Authentic Promotions.com - UCPJMU5255

Website: Authenticpromotions.com
Physical Location: 6151 Fair Oaks Blvd. Suite 103, Carmichael, CA 95608
JMU's Contact: Maril Cardwell – (800) 497-7765 ext 278 – maril@authenticpromotions.com
eVA ID: E33524
SWaM certification: N/A

Overview of Pricing:
Discount: 25% discount off column price for one color and one location imprint. Additional discounts may apply for quantities over the end column pricing.
Freight: Waived delivery costs on all standard, rush, and manufacturer orders
Samples: No additional cost, samples to be returned to Contractor at the Agency’s expense
Electronic Proofs: No additional charge
Setup Fees: No additional cost
Returns: Waived restocking and shipping fees of returns/exchanges
Embroidery and Screen Printing Services: Yes, see contract document for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Bright Ideas, LLC - UCPJMU5256

Website: gobrightideas.com
Physical Location: 95 Zion Court, Troy, VA 22974
JMU’s Contact: Janet Baellow – (434) 589-1441 – janet@gobrightideas.com
eVA ID: E37553
SWaM Certification: Small, Woman-Owned

Overview of Pricing:
Discount: 12% minimum discount of supplier catalog or website pricing
Freight: Exact freight cost for shipment – no upcharge, on all standard and manufacturer orders
Samples: No additional cost, samples to be returned to Contractor at the Agency’s expense
Electronic Proofs: No additional charge
Setup Fees: Waived for single orders over $2,500
Returns: Waived restocking and shipping fees of returns/exchanges on blank and custom printed items
Embroidery and Screen Printing Services: Yes, see contract for detailed pricing
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing
Commonwealth Promotional - UCPJMU5257

Website: commonwealthpromotional.com
Physical Location: 36 Lucas Road, Fishersville, VA 22939
JMU’s Contact: Kevin Gorby – (540) 887-2660 – kgorby@commonwealthpromotional.com
eVA ID: E7925
SWaM certification: Small, Micro

Overview of Pricing:
Discount: 15-25% discount off published list prices and quantity discounts
Freight: Waived delivery costs on all standard, rush, and manufacturer orders
Samples: No additional cost on most products. Charges may apply if samples are damaged, not returned within 30 days, or item being requested is valued at a price higher than $50. Quantity limit is dependent on supplier.
Electronic Proofs: No additional charge
Setup Fees: No additional cost
Returns: Waived restocking and shipping fees for returns/exchanges. Charges may apply if manufacturer charges. Contractor shall pass on costs as applicable.
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: No
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Daniels Promotional Products - UCPJMU5258

Website: daneilspro-ad.com
Physical Location: 2060 Pro Pointe Lane, Harrisonburg, VA 22801
JMU’s Contact: Kevin Long – (540) 434-4240 ext. 117 – klong@pro-ad.com
eVA ID: E46468
SWaM certification: Small, Micro

Overview of Pricing:
Discount: 10%20% discount off published price
Freight: Contractor shall provide free delivery for all items decorated at the Harrisonburg facility within a 30-mile radius. Exact freight cost for shipment – no upcharge as applicable.
Samples: Prior to Production and if requested, Contractor shall provide final product sample(s) (with logo). Possible fees may apply with certain vendors. Contractor shall pass on charges as applicable.
Electronic Proofs: No additional charge for first proof. Exact costs passed along as applicable for additional electronic proofs.
Set up Fees: 10% discount
Returns: Waived restocking and shipping fees for products that are damaged and/or printed incorrectly
Embroidery and Screen Printing Services: Yes, see contract for details
James Madison University - Promotional Items and Imprinting Services
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Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Eleven West, Inc. - UCPJMU5259

Website: elevenwest.com
Physical Location: 6598 New River Road, Radford, VA 24141
JMU’s Contact: Dana Giesen – (540) 639-9319 – dana@elevenwest.com
eVA ID: E5760
SWaM Certification: Small, Micro

Overview of Pricing
Discount: 12% discount off published price
Freight: Exact freight cost for shipments – no upcharge on all standard and manufacturer orders.
Samples: No additional cost on most products. Charges may apply if the valued price on the sample is over $50.
Electronic Proofs: No additional fees
Setup Fees: Waived for all single orders over $1,000. All of other setup fee charged at exact cost to Eleven West.
Returns: Waived restocking and shipping fees or returns/exchanges on blank items
Embroidery and Screen Printing Services: Yes, See contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

I.D. Marketing, Inc. t/a ID America - UCPJMU5260

Website: idamerica.com
Physical Location: 941 Corporate Lane, Chesapeake, VA 23320
JMU’s Contact: Tim Johnson – (804) 833-8454 – tim@idamerica.com
eVA ID: E42055
SWaM Certification: Small

Overview of Pricing
Discount: Greatest quantity column (End Quantity Pricing) plus an additional 5% discount off all products, with the exception of the five product categories listed:
- Lapel Pins: 5% discount off Published List Price
- Magnets: 5% discount off Published List Price
- Pennants: 5% discount off Published List Price
- Stickers: 5% discount off Published List Price
James Madison University - Promotional Items and Imprinting Services
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- Table Covers: 5% discount off Published List Price

**Freight:** Exact freight cost for shipment – no upcharge

**Samples:** No additional cost, samples to be returned to contractor at the agency’s expense

**Electronic Proofs:** No additional charge

**Setup Fees:** 10% discount off setup fees.

**Returns:** Waived restocking and shipping fees for products that are damaged and/or printed incorrectly

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

LDA Creations, Inc - UCPJMU5261

**Website:** ldacreate.com

**Physical Location:** 2328 Silver Lake Road, Dayton, VA 22821

**JMU’s Contact:** Candace Farthing – (540) 879-2800 – candace@ldacreate.com

**eVA ID:** VS0000082380

**SWaM Certification:** Small, Micro

**Overview of Pricing:**

**Discount:** 15% discount off published list price

**Freight:** Waived delivery cost on all standard, rush, and manufacturer orders

**Samples:** Prior to production, and if requested, Contractor shall provide final product sample(s) (with logo). There will be no additional charge if manufacturer has the ability to provide. Contractor shall pass on costs as applicable.

**Electronic Proofs:** No additional charge

**Setup Fees:** No additional cost

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** No

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

McClung Companies - UCPJMU5262

**Website:** mcclungco.com

**Physical Location:** 550 N. Commerce Ave, Waynesboro, VA 22980

**JMU’s Contact:** Andrea Coffman- (540)941-7702 - andreac@mcclungco.com

**eVA ID:** E1290

**SWaM Certification:** Small

**Overview of Pricing:**

**Discount:** 22% or greater discount off published list price
Contracts valid October 15, 2019 through October 14, 2020 with five (4) one-year renewal options

**Freight:** Waived delivery costs on all standard, rush, and manufacturer orders

**Samples:** No additional cost, samples to be returned to contractor at the agency’s expense

**Electronic Proofs:** No additional charge

**Setup fees:** No additional cost

**Returns:** Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

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**Promo Factory - UCPJMU5263**

**Website:** yourpromoneeds.com

**Physical Location:** 6440 Thomas Jefferson Parkway, Suite C, Palmyra, VA 22963

**JMU’s Contact:** Spencer Mahanes - (434) 825-4965 – spencer@yourpromoneeds.com

**eVA ID:** VS0000091634

**SWaM Certification:** Small, Micro, Woman-owned

**Overview of Pricing:**

**Discount:** 10%-22% discount off published price

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** Prior to production, and if requested, Contractor shall provide final product sample(s) (with logo)

**Electronic Proofs:** No additional charge

**Setup Fees:** Based by manufacturer (shall pass on exact cost)

**Returns:** Contractor shall waive restocking and shipping fees for products that are damaged and/or printed incorrectly

**Embroidery and Screen Printing:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

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**Promotional Considerations - UCPJMU5264**

**Website:** promoconsiderations.com

**Physical Location:** 3705 Saunders Avenue, Richmond, VA 23227

**JMU’s Contact:** Bobby Baughn – (800) 229-4677 ext 313 - bbaughan@promoconsiderations.com

**eVA ID:** VS0000243953

**SWaM Certification:** Small, Micro, Woman-owned

**Overview of Pricing:**

**Discount:** 16% discount off list price for initial 2 price columns, 21% discount of 3rd column and beyond for 1 color, 1 location print
Contracts valid October 15, 2019 through October 14, 2020 with five (5) one-year renewal options

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional cost on items listed $25 or under for 1st column list price. Agency will be billed for items listed above $25 and will be reimbursed if returned within 90 days.

**Electronic Proofs:** No additional cost

**Setup Fees:** 20% discount for non-apparel orders under $800. 20% discount for orders greater than $800 plus 1 single color imprint waived.

**Returns:** Contractor shall waive all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

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### Real Access

**Contract Number:** UCPJMU5265

**Website:** realaccesspromo.com

**Physical Location:** 12956 Old Plains Road, Fairfax, VA 22033

**JMU’s Contact:** Arthur Bonair – (703) 620-5390 – abonair@realaccesspromo.com

**eVA ID:** VC0000137160

**SWaM Certification:** Small, Minority-Owned

#### Overview of Pricing:

**Discount:** Next column pricing for all promotional items

**Freight:** Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders

**Samples:** No additional charge when followed with order, 1 pre-production sample per order request, samples to be returned to Contractor at Agency’s expense

**Electronic Proofs:** No additional cost

**Setup Fees:** No additional cost for listed BIC Graphic items

**Returns:** Waived restocking fees or returns/exchanges

**Embroidery and Screen Printing Services:** Yes, see contract for details

**Accepts Electronic Purchase Orders:** Yes

**Accepts Small Purchase Credit Cards:** Yes

**Other:** See contract for additional information and detailed pricing

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### Sans Screenprint

**Contract Number:** UCPJMU5266

**Website:** sansscreenprint.com

**Physical Location:** 7014 Wellington Road, Manassas, VA 20109

**JMU’s Contact:** Gary Edwards – (703) 368-6700 – sansinc.gary@gmail.com

**eVA ID:** E79311
James Madison University - Promotional Items and Imprinting Services
Mandatory - Multiple-Award - Term Contracts
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SWaM Certification: N/A

Overview of Pricing:
Discount: See contract for information
Freight: Waived delivery costs on all standard and rush orders
Samples: No additional cost, samples to be returned to Contractor at the Agency’s expense
Electronic Proofs: No additional charge
Setup Fees: No additional cost
Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Scoville Specialties
Contract Number: UCPJMUS267
Website: ssipromos.com
Physical Location: 2250 Murrell Road, Lynchburg, VA 24501
JMU’s Contact: Lynn Scoville – (434) 528-8828 - lynn@ssipromos.com
eVA ID: E2722
SWaM Certification: Small, Micro

Overview of Pricing:
Discount: 25% discount off published price list broken down by quantity
Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders
Samples: No additional cost, samples to be returned to Contractor at Agency’s expense
Electronic Proofs: No additional cost
Setup Fees: No additional charge for 1st setup and 1st location, 25% discount of catalog set-up fees for every set-up thereafter
Returns: Waived restocking and supply fees for product returns/exchanges
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

Smooth Athletics
Contract Number: UCPJMUS268
Website: smoothathletics.com
Physical Location: 1425 Jefferson Hwy, Fishersville, VA 22939-2241
JMU’s Contact: Shannon Boyle – (540) 885-6760 – smoothathletics@aol.com
eVA ID: VS0000244939
James Madison University - Promotional Items and Imprinting Services
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SWaM Certification: Small, Micro

Overview of Pricing:
Discount: See contract for information
Freight: Waived delivery costs on all standard, rush order and manufacturer orders
Samples: Prior to production and if requested, Contractor shall provide final product sample(s) (with logo) at no additional charge
Electronic Proofs: N/A
Setup Fees: No additional cost
Returns: Contractor shall waive all restocking and shipping fees for products that are damaged and/or printed incorrectly
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

SOS Advertising
Contract Number: UCPJMUS269
Website: sos-ads.com
Physical Location: 690 South Mason Street, Harrisonburg, VA 22801
JMU’s Contact: Ryan Sacco – (540) 442-9226 - sosadsinfo@gmail.com
eVA ID: E67990
SWaM Certification: Small, Micro

Overview of Pricing:
Discount: Email for quote
Freight: Waived delivery costs on all standard, rush order and manufacturer orders
Samples: No additional cost, samples to be returned to Contractor at Agency’s expense
Electronic Proofs: No additional cost
Setup Fees: No additional cost
Returns: Contractor shall waive all restocking and shipping fees for products of returns/exchanges
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: No
Accepts Small Purchase Credit Card: Yes
Other: See contract for additional information and detailed pricing

TK Promotions, Inc.
Contract Number: UCPJMUS270
Website: tkpromotionsinc.com
Physical Location: 4441 Cox Road, Glen Allen, VA 23060
JMU’s Contact: Todd Mawyer – (804) 740-8800 - todd@tkpromotionsinc.com
James Madison University - Promotional Items and Imprinting Services
Mandatory - Multiple-Award - Term Contracts
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eVA ID: VS0000033940
SWaM Certification: Small, Micro

Overview of Pricing:
Discount: 12% discount off published list price
Freight: Exact freight cost for shipment – no upcharge on all standard and manufacturer orders and waive costs on rush orders
Samples: No additional cost, samples to be returned to Contractor at Agency’s expense
Electronic Proofs: No additional cost
Setup Fees: No additional cost for orders over $1,500
Returns: Waived all restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing

WKG Global Enterprises, Inc. dba A Logo For You

Contract Number: UCPJMUS254
Website: alogoforyou.com
Physical Location: 100 Stafford Court, Williamsburg, VA 23185
JMU’s Contact: Regina Kenerley – (757) 220-9259 – alfy@kernergroup.com
eVA ID: VS0000198054
SWaM Certification: Small, Micro, Woman-owned

Overview of Pricing:
Discount: 10% discount off published list price
Freight: Exact freight cost for shipment – no upcharge on all standard, rush, and manufacturer orders
Samples: No additional cost, samples to be returned to Contractor at Agency’s expense. Prior to production and if requested, Contractor shall provide final product sample(s) at no additional charge.
Electronic Proofs: No additional cost
Setup Fees: May be waived after the details of order are determined
Returns: Waived restocking and shipping fees for products that are damaged, printed incorrectly, and/or blank items
Embroidery and Screen Printing Services: Yes, see contract for details
Accepts Electronic Purchase Orders: Yes
Accepts Small Purchase Credit Cards: Yes
Other: See contract for additional information and detailed pricing