



*Version 1*

**14**  
YEARS  
OLD

*Single Barrel*

RECIPE NO.#

**1 2 3 4 5**

WORK



5450 N. Menard Ave. • Chicago, IL • 60630 • (312) 550-2507

# WHAT IS

# maple 10

media design



Maple 10 Media Design is a Chicago-based boutique design firm that offers a variety of creative production services.

From logo design to print collateral material such as brochures, postcards, posters and banners, Maple 10 Media Design has the expertise to get your message out to your audience. Let us develop packaging or brand identity so that your product and company get recognized.

In addition to above services we also offer website development, photography, video development, and 3D computer graphic services, giving our clients an advantage in communicating their messages to customers. As a small company, we provide personalized care, affordable prices, and a dedication to your business's success.

Call us today and see what we can do for you!



Sol Potion Skincare Products  
Label design & Product Photography - 2015

introducing

# hydrate

designed to take your dry-skin to a new level of moisturization!





Sol Potion - Sunless Made Simple/Blog  
Websites Development - 2015



Big Shoulders Coffee  
Product Photography - 2014

# FRIDAY COFFEE SPECIAL

Start your weekend  
with your  
favorite coffee!



golden  
grassroots  
Sales and Marketing



From Concept to Execution



# Renovation Special

Limited Time, Act Now!

- Recessed Lighting \$65.00 per light
- Bath Remodels as low as \$2995
- 25% off all Window and Door Replacements
- Paint 1 room for \$125 per room, paint included\*
- Call for details



## D2D

Dimensions2Design  
repairs remodel design

Let us bring your vision to life

# D2D

Dimensions2Design

- Kitchen & Bath Remodel
- Fencing (Redwood, vinyl, iron)
- Painting & Plastering
- Home Repair
- Electrical Upgrades
- Plumbing
- Doors & Window Repair and Installation
- Property Preservation
- Rental Preparation
- Home Inspection
- Floor Coverings (Tile, Laminate, Carpet)
- Room Additions

Limited Time, Act Now!

# CALL TODAY!

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[www.dimensions-2-design.com](http://www.dimensions-2-design.com)

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\*\*\*\*\*ECRWSS\*\*\*\*\*  
Local Postal Customer



# SheaMoisture

Established 1912

ORGANIC SOLUTIONS FOR YOUR FAMILY  
 FOLLOW US:   [www.SheaMoisture.com](http://www.SheaMoisture.com)

## Our Story

Sofi Tucker started selling Shea Nuts at the village market in Bonthe, Sierra Leone in 1912. By age 19, the widowed mother of four was selling Sheo Butter, Black soap and her homemade hair and skin preparations all over the countryside. Sofi Tucker was our grandmother and SheaMoisture is her legacy.

No Parabens . No Phthalates . No Paraffin . No Gluten  
 No Propylene Glycol . No Mineral Oil . No Synthetic Fragrance  
 No Animal Testing . No PABST . No Synthetic Color  
 No DEAD . No Sulfates



COCONUT HIBISCUS HAIR COLLECTION

AFRICAN BLACK SOAP HAIR COLLECTION



RAW SHEA HAIR COLLECTION

YUCCA & BAOBAB HAIR COLLECTION

MEN SHAVE COLLECTION



RAW SHEA FACE COLLECTION

AFRICAN BLACK SOAP FACE COLLECTION

COCONUT HIBISCUS FACE COLLECTION



COCONUT HIBISCUS BODY COLLECTION

OLIVE & GREEN TEA BODY COLLECTION

AFRICAN BLACK SOAP BODY COLLECTION

RAW SHEA BODY COLLECTION



FRAGRANCE FREE BABY COLLECTION

RAW SHEA & CHAMOMILE BABY COLLECTION

MANGO & CARROT KIDS COLLECTION

COCONUT HIBISCUS KIDS COLLECTION

# NUBIAN HERITAGE

## Our Story

Guided by the legacy of ancient Nubia, the world's first melting pot, we remix global healing traditions into modern wellness solutions.

We got our start as street vendors in Harlem. Fresh out of college and without jobs, we set out to bring the healing traditions of African black soap and Shea butter to the community we loved.

ORGANIC SOLUTIONS FOR YOUR FAMILY  
 FOLLOW US:   [nubianheritage.com](http://nubianheritage.com)



INDIAN HEMP & TAMANU HAIR COLLECTION

EVOD & MORINGA HAIR COLLECTION

HONEY & BLACKSEED HAIR COLLECTION



(BAR SOAP, INFUSED BUTTER, BODY WASH, LOTION)  
 BLACK SOAP, MANGO, COCONUT & PAPAYA, RAW SHEA BUTTER, OLIVE BUTTER



(BAR SOAP, INFUSED BUTTER, BODY WASH, LOTION)  
 LEMONGRASS, LAVENDER, HONEY & BLACKSEED, INDIAN HEMP & VETIVER, GOAT'S MILK & CHAI

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Explore our extensive selection Juliet Brand Human Hair of the best quality and enjoy a discount of 20% off

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Expiration: January 31, 2014

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beautylab@gmail.com



Golden Grassroots Sales and Marketing Excellence  
 Websites Development - 2013-2015



Clearwater Cask  
Brand Identity & Product Labeling - 2013

**HAVE IT HOW YOU LIKE IT!**

**CLEARWATER**  
14 Year Old No. 5  
**CASK**  
STRAIGHT BOURBON WHISKEY  
47% ALC. BY VOL. 750 ML

[www.cwc.com](http://www.cwc.com)

PLEASE DRINK RESPONSIBLY

**HAVE IT HOW YOU LIKE IT!**

**CLEARWATER**  
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[www.cwc.com](http://www.cwc.com)

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PLEASE DRINK RESPONSIBLY

Clearwater Cask  
Pull-up Banners - 2013



**HAVE  
IT  
HOW  
YOU  
LIKE  
IT!**

Clearwater Cask  
Advertising (Print) - 2013-2014

[www.cwc.com](http://www.cwc.com)



PLEASE DRINK RESPONSIBLY

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Virgin Lacquer / Natural Product brand - The Roots Naturelle  
Product redign & Rebrand-2013



# The Roots NATURELLE™



**NO FLAKES    NO BUILD-UP    NON-GREASY**

INFUSED WITH INGREDIENTS LIKE PURE ARGAN OIL, SOY PROTEIN, AND OLIVE OIL, PREPARE YOUR CUSTOMERS TO **GET HOOKED** ON THE VIRGIN LACQUER STYLING LINE BY THE ROOTS NATURELLE.

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1-888-665-7100



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# GUIDELINES FOR SUBMITTING IMAGES AND ARTWORK

Digital images are preferred for submission for creating any kind of project. Acceptable image file formats are: jpg, tif, pdf, eps, or psd, in RGB, CMYK, or grayscale mode. A 300 dpi min. is required on raster files where the project is requested for print (jpg, tif, pdf). Changing a low resolution (less than 300 dpi) image to a higher resolution image using imaging software, such as Adobe Photoshop, does not necessarily result in an image that is suitable for print.

Each image must be submitted as a separate file. (Images embedded in word processing documents must also be submitted separately and may not be suitable for print)

## DIGITAL IMAGES FOR PRINT DOCUMENTS:

- Digital photographs – The digital camera must be set to take a photograph that is at least 11"x14" in size. (Most digital cameras take photographs at 72 dpi and save them as jpg files. The original file size must be large in order to render a 300 dpi image that is suitable for print.)
- Computer-generated drawings must be saved at 300 dpi and submitted in one of the above file formats. Most drawing programs have the capacity to convert (or export) drawings as one of the above file types (300 dpi for raster files).
- Clip Art – Can be used from various websites. Purchase only appropriate sized and formatted images and make sure they are royalty free images. Clip art that is sent over for use must be submitted as a separate file in one of the above file formats (300 dpi for raster files).
- Internet images (copied from search engine results and low resolution websites) are not appropriate for use, as their resolution is almost always too low for print media. Their is almost certainly to be copyright issues with Internet images, it is best to avoid using them.

## PHOTOGRAPHS/ORIGINAL DRAWING/ ARTWORK FOR PRINT DOCUMENTS

- Photographs – Can be submitted however and additional charge for scanning photographs and preparing the image for use.
- Original drawing/artwork must be submitted as 300 dpi minimum (tif or jpg) scans.
- Line art must be submitted as 1200 dpi (tif or jpgs) or a vector file.

## ELECTRONIC MEDIA:

- Digital images are preferred for use in. Acceptable image file formats are: jpg, pdf, eps, or psd, in RGB. Since most monitors have a resolution of 72-96 dpi, there is no need for high resolution images.
- For electronic documents, images must be submitted as separate files in one of the above formats.
- Color is recommended for both electronic and Web images.

## KEEP IN MIND:

Client needs to own all rights for images, logos and artwork submitted for use to promote their product or service.

Images that have a model must prove they have authorization to use the model image. Maple 10 Media Design may request a copy of any and all releases for models use.

Images that contain children models also need to prove a model release form and a parental release form.

## Hours of Operation

Maples 10 Media Design hours of operation are 9 a.m. – 4:30 p.m. Monday - Friday. We observe all state and federal holidays.

## Contact

You can reach a representative at:

Phone: (312) 550-2507  
Email: info@maple10mediadesign.com



# TERMS AND CONDITIONS

## Consultations and Quotes

Initial consultations for services are free of charge. After a consultation and agreement of a proposal, a written quote will be submitted to the client. The client is required to review the quote before authorizing any work to begin. After authorization of work begins, a work order or "Graphics Request Form" will be filled out and this form will contain a majority of the information required to complete the project ordered. All services require a non-refundable deposit of 50% of the total project quotation price before work begins. Payment of deposit constitutes agreement to start work on project.

## Prices & Client-Supplied Materials

All prices are for the design and services rendered; they do not include printing; stock images/ photography, typesetting or any other items or services. These items and services are available for additional fees and require client approval. The client must supply the exact pre-edited text for the design via email as a plain text Microsoft Word document or pasted into the email message. Images, photography, samples or visual references for the project must be sent via email as well. Maple 10 Media Design is not responsible for any errors in client-supplied material. Any extra material required for the client's project (photos, fonts, clip-art, domain names, ftp sites, etc.) must be approved by client in advance of purchase. Maple 10 Media Design will add these extra materials to the final invoice for the project.

## Payment

All services require a non-refundable deposit of 50% of the total project quotation price before work begins. Payment by check, money order or cash is accepted. Checks or money orders must: (1.) Be made payable to Maple 10 Media Design, (2.) Clear before any work will begin, and (3.) Be sent by a trackable delivery method (e.g., delivery confirmation). Invoices will be sent after client approval (see Client Approval). No final artwork or files will be delivered until invoices are paid in full. Invoices are due within 30 days of invoice date. Client agrees to pay any court costs and legal fees that Maple 10 Media Design incurs for collection of unpaid balances. \*No Personal Checks.

As of May 15, 2013 Maple 10 Media Design will start accepting credit cards payment. When you use your credit card, there is a processing fee assessed to you at rates as low as 2.75% + \$0.30 per transaction.

Fees per transaction:  
Keyed- in transactions 3.5% + \$ 0.15  
Swiped transactions 2.75%

An additional 1% fee will be assessed on transactions where the merchant's country is different from the client's billing country. With 10 days notice, we may also charge higher transaction processing fees to merchants that incur excessive chargebacks or otherwise pose financial risk to checkout.

Once an invoice is issued the client has 30 days to pay in full or make arrangements for payment. After 60 days a second notice invoice will be issued. In addition to the second notice any open/ working projects for the client will be placed on hold. The entire sum of the invoice is required to be paid within 15 days of the second notice invoice being issued. If 15 days after the second notice is sent no payment is received, the entire unpaid balance will be forwarded to our contracted collection agency.

## Cancellations

A notification of the project being canceled must be submitted in writing. A reason for cancellation is requested but not required. There will be a forfeiture of the deposit and the client will be responsible for full payment for any and all materials or services purchased up to cancellation.

## Turnaround Schedule

The turnaround time for proofs via email is three to five business days after the client-supplied materials (see "Prices & Client Supplied Materials") and initial design deposit is received.

## Rush Fees

Rush service is available upon request and receipt by Maple 10 Media Design of payment of a mandatory rush fee that is equal to 50% of the total project cost. Maple 10 Media Design reserves the right to refuse rush requests/jobs/projects. Maple 10 Media Design considers rush service to be when a project must be completed within three days of being quoted or when 50% or more of the project schedule is curtailed.

## Client Approval

Maple 10 Media Design strives for 100% client satisfaction. Therefore, the client must approve the completed project. Once a project has been approved, no refunds are given. A written approval is requested before release of completed artwork.

## Privacy Policy

Maple 10 Media Design takes the privacy and security of your information seriously. We do not release email addresses, private phone numbers, FTP information, or hosting account details to third parties unless required to do so by law.

