SSP SPECIALTY SPORTSWEAR & PROMOTIONS, LLC.

1500-2 Capital Circle SE Tallahassee, FL 32301
Phone: 850.350.3723 Fax: 850.514.8848
email: mark@sspapparel.com www.sspapparel.com

SP ☐ EMB ■ HP ☐ PR ☐ CP ☐ NEW ART ■ RE-ORDER ☐

PROOF NEEDED Y ◉ N ○

INVOICE #	Date Rec	Due Date
MS6764	11/05/2026	11/16/2026

CUSTOMER: City Talla. Underground Utilities
DESIGN NAME: City of Talla Richardson Charcoal "One Team One City"
ADDRESS: 2602 Jackson Bluff Road, Tallahassee, FL 32304
CUSTOMER PO:

CONTACT
NAME: Letitia Owens
PHONE: 850.891.5378 / 850.728.1642
EMAIL: Letitia.Owens@talgov.com
NEW CUSTOMER: ☐
REFERRED BY:

Dept.	Supplier	Brand	Item	Style	Color	-	-	-	-	-	-	-	-	-	Cost	Qty	Amount
EMB	Richardson	Richardson	312	HEADWEAR	Charcoal	130									$ 18.75	130	$ 2,437.50
-	Solid Back	Twill	Trucker	-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
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-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00
-				-												0	$ 0.00

SP ☐ EMB ■ HP ☐ — Item #(s): Richardson 312 Solid Back Twill Trucker Cap — Item Color(s): Charcoal — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors
FT	White	RSide	White				

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

NOTES

** SEE BELOW ON PAGE THREE ITEM & LOGO APPROVAL
FOR HATS, 2 LOCATIONS FRONT & RIGHT SIDE

LINE ITEM TOTAL	$ 2,437.50
ARTWORK	
SCREENS/SETUP	
EMBROIDERY SETUP	
SUB TOTAL	$ 2,437.50
0.00% TAX	$ 0.00
SHIPPING	
TOTAL	$ 2,437.50
DEPOSIT	
BALANCE	$ 2,437.50

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MS6764	11/05/2026	11/16/2026

CUSTOMER: City Talla. Underground Utilities **DESIGN NAME:** City of Talla Richardson Charcoal "One Team One City"

NOTES

** SEE BELOW ON PAGE THREE ITEM & LOGO APPROVAL
FOR HATS, 2 LOCATIONS FRONT & RIGHT SIDE

Dept.	Brand	Item	Style	Color	-	-	-	-	-	-	-	-	-	Qty
EMB	Richardson	312	HEADWEAR	Charcoal	130									130
-	Twill	Trucker	-											0
-			-											0
-			-											0
-			-											0
-			-											0
-			-											0
-			-											0
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-			-											0
-			-											0
-			-											0

SP ☐ EMB ■ HP ☐ — Item #(s): Richardson 312 Solid Back Twill Trucker Cap — Item Color(s): Charcoal — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors
FT	White	RSide	White				

TOTAL PIECES: 130

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

SCREEN PRINT — INITIAL

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

INITIAL

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

HEAT PRESS — INITIAL

SP ☐ EMB ☐ HP ☐ — Item #(s): — Item Color(s): — ☐ Color Change

location	# of colors	location	# of colors	location	# of colors	location	# of colors

EMBROIDERY: 130 — INITIAL



Ph: 850.350.3723
www.sspapparel.com

Proof best viewed in Adobe Acrobat Reader.





Customer: City of Tallahassee
Job Name: CoT Hats "One Team One City"
Item: 312
Item Color: Charcoal

Sales Rep: Mark

Embroidery Colors:

Front:	Right Side:
☐ White	☐ White

Attention: This proof is a digital representation of your order. Please check for any misspellings. SS&P will not be liable for any typos after the proof has been approved. Size relation shown on template is a general guide. Refer to listed dimensions for precise measurements of printed art. There will be minor variations in color shown on this proof in relation to finished product.