

Monogrammed and Personalized Bench Guidelines

Monogrammed 6' Bench & 8' Bench

Components – 580-0197, 580-0198, 580-0199, 580-0200, 580-0201, 580-0202, 580-0229

Conditions:

- Will be all Capital Letters – will use Burke Standard Font
- No Numbers or Punctuation

Maximum Characters:

6' Bench – Maximum of **8** characters

8' Bench – Maximum of **12** characters

EXCEPTIONS:

- Spaces count as a character each
- 1 Less character allowed if there are 2-3 M's or W's in the name, 2 Less for 4-5 M's or W's

Personalized 6' Bench & 8' Bench

Components – 580-0203, 580-0204, 580-0205, 580-0206, 580-0207, 580-0208

Conditions:

- Capital and/or Lower Case Letters can be used – will use Burke Standard Font
- Numbers can be used
- Punctuation such as Comma, Period, and Apostrophe are allowed – Subject to Burke approval.

Maximum Characters:

6' Bench – Maximum of **9** characters

8' Bench – Maximum of **13** characters

EXCEPTIONS:

- Spaces and Punctuation count as a character each
- 1 Less character allowed if there are 2-3 M's or W's in the name, 2 Less characters for 4-5 M's or W's, 3 Less for 6-7, etc.
- 1 Less character allowed if there are 2-3 Capital Letters in the name, 2 Less characters for 4-5 capitals, 3 Less for 6-7. Maximum amount of Capital Letters is 9.
- 1 additional character allowed if the name contains 2 or more I's