

FEW Arts & Crafts Center Woodcrafting Product Sample Catalog



Arts & Crafts Center
6905 Diamond Creek Way
FE Warren AFB WY 82005
(307) 773-3166

**Prices subject to change.
Allow 6 weeks for
custom orders.**

Quarters Plaque

\$50 - \$60



Recognition Coasters

\$5

Decanter Set & Tray

\$250



Desktop Coin Display

\$65 - \$75



Wrench Plaque

\$30



Wrench Stands

Large - \$45 Small - \$40



Name Plates

\$50



Shadow Box

3x5 - \$160 - \$180

5x9 - \$180 - \$200



Security Forces Shadow Box

\$195 - \$210



Missile Shadow Box

\$180 - \$200



Mini 3D Missile Badge

\$40 - \$70

Certificate Box

\$150



Jolly Roger Badge

Large - \$50 Small - \$35



Engraved Badges

\$45 and up

Coin Tower - Full

\$150 - \$160



Coin Tower

Two Tier - \$60 - \$70

Three Tier - \$80 - \$90 \$180 - \$200



K-9 Recognition Board

\$30



Flag Boxes

3x5 - \$90

5x9 - \$100



FAQ

ARTS AND CRAFTS CENTER

Do I have to pay in full for my order?

You are more than welcome to pay for your purchase in full when you place your order, but we only require a minimum 50% deposit on all custom orders. We accept Visa, Mastercard, or cash. You may also combine forms of payment to make your deposit.

My purchase needs to be paid for on a Government Purchase Card (GPC). Can my cardholder pay for the order over the phone?

Absolutely. The information is entered directly into the credit card terminal and we do not record the credit card number, so the information is secure. The 50% deposit may still be required for the order to start, however many cardholders prefer to pay for the purchase in full. Keep in mind that if your project is time sensitive, you'll want to ensure your cardholder pays the deposit promptly. Your order will not be processed until we have a deposit.

Can I leave my project there while I work on it?

We do have customer storage areas, however project left over 60 days are subject to being resold or recycled. We are not responsible for items lost or stolen.

Where can I find more information about classes you offer?

There are several places to find more information. The 90 FSS web page: funatwarren.com. We also have a Facebook page: 90 FSS Arts & Crafts Center. The monthly publication "The Antelope" and the marquee at Gate 1 are also ways to find out about classes.

ENGRAVING

What is the normal turnaround for a plaque?

Most projects in the Engraving Shop are completed in 10 full business* days from when the order is received. Completion times are subject to change according to work load and complexity of the orders we have already processed. It is always best to allow more time than is necessary to ensure your order will be ready on time.

Can we get a plaque sooner than normal turnaround?

We try to accommodate every order possible. With that in mind, if we are able to complete your order earlier than the normal turnaround, there would be a rush fee applied to your order. If you have an order that you may need earlier than normal turnaround, please come talk to us. If we cannot complete your order exactly as requested in the time allowed, we'll provide you with your available options.



Can you give me an estimate over the phone?

We pride ourselves on building and producing custom plaques and awards at a reasonable price. We offer many choices of plaques, designs, and layouts to meet every budget. Because we have so many options available to you, the price of your order is dependent upon your selections. For this reason, we cannot give an estimate over the phone, but we offer free estimates that are good for 30 days.

Can I order a standard plaque?

Standard is not a word we use very often because we want you to have options when it comes to choosing an award or gift. We have general layouts you can choose from, but your options are unlimited. If your office or section would like to design a plaque that would become the office standard we will save the layout and you can reference that particular file the next time you place an order.

Can I bring you a graphic I want on my plaque?

You can bring your own design or graphic in or e-mail it to us. The best format is in a .jpg file. Some programs will not import for us to engrave. Please check with us for other formats.

Can I place an order through the email?

We can accept an order by email. You should make sure to include: What the item is (gold plate, plaque, etc), size, date needed (normal turnaround is 10 FULL BUSINESS DAYS*) and the information to be put on the item. Be sure to include a phone number in case of questions. THIS IS FOR ENGRAVING SHOP ONLY!

FRAMING

How long will it take for my order to be completed?

The Frame shop has a standard turnaround of 3 weeks. This allows time for your material order to be placed and delivered. Keep in mind especially during peak times of the year such as Retirement and PCS Season, our schedule may fill up and turnaround may be extended. It is always best to allow as much time as possible to complete your order.

Do you accept rush orders?

We try to accommodate every order we can, so we do accept rush orders with applicable rush fees. Having established rush fees does not guarantee we can accommodate your order, however. Taking a rush order is dependent upon several factors, including the type of item being requested as well as current workload. Please come talk to us if you have an order than you may need completed earlier than our standard turnaround. If we cannot accomplish exactly what you want, we'll offer the best solution possible. We don't want anyone to go without recognition for service for any reason.



I have a picture to be framed. Can you give me an estimate over the phone?

When you bring your artwork to our frame shop, you have over a hundreds mouldings to choose from as well as thousands of mat combinations, all of which are set at different price points. The price of your frame can differ significantly just by changing the moulding and it is impossible to get good measurements over the phone to determine size. For these reasons, we don't give estimates over the phone, but we offer free quotes which are valid for 30 days.

Can you cut a mat for a frame that I purchased somewhere else?

Certainly. Bring the frame and your artwork for us to measure and we can cut a mat for your specific picture and frame. If you select in-stock material we can usually cut a mat within a few days depending on workload.

Do you replace broken glass?

We do. We carry all sizes and types of glass including framing grade acrylic all of which is cut in-house.

Can I frame my own project?

A basic frame class is required before framing your own projects. Classes are offered by appointment. Bring in a picture no larger than 8 x 10 and you will leave with a completed project. This is an approximately 4 hour class. Cost if the class is \$25* plus your supplies. Once you have completed the class you can frame your own projects. There is a shop fee of \$5.00 per hour*.

WOODSHOP

How long will it take for my order to be completed?

The Wood Shop has a standard turnaround of 3 weeks. Keep in mind especially during peak times of the year such as Retirement and PCS Season, our schedule may fill up and turnaround may be extended. It is always best to allow as much time as possible to complete your order.

Do you accept rush orders?

We try to accommodate every order we can, so we do accept rush orders with applicable rush fees. Having established rush fees does not guarantee we can accommodate your order, however. Taking a rush order is dependent upon several factors, including the type of item being requested as well as current workload. Please come talk to us if you have an order than you may need completed earlier than our standard turnaround. If we cannot accomplish exactly what you want, we'll offer the best solution possible. We don't want anyone to go without recognition for service for any reason.

I saw a shadow box online that I like; can you make one like it?

We're ready to try just about any design. Bring us a picture, sketch, or just an idea and we'll do everything we can to make it happen. When designing a very custom box, you will need to allow more time and be flexible as decisions and changes need to be made along the way.



Can I add lasering to my box?

Absolutely! Lasering your name or branch of service to the front of your box will set your box apart from those you'll find elsewhere. You may even consider incorporating a logo or a badge into the overall design of the box. Some types of wood produce better results when lasering and we can discuss your options when you come by the shop.

Can I build my own wood project?

You must have a safety class before using the equipment. Safety are \$25* which include 3 hours of free shop time. Classes are made by appointment.

Is there are fee for using the equipment?

Currently shop fees are \$5.00 per hour*.

EMBROIDERY & SUBLIMINATION

How long will it take for my order to be completed?

Most projects in the Embroidery and Sublimation Shop are completed in 10 full business* days from when the order is received. Completion times are subject to change according to work load and complexity of the orders we have already processed. It is always best to allow more time than is necessary to ensure your order will be ready on time.

Can I get any design I want embroidered?

We send our graphics off to be digitized into an embroidery file. It is best to send or bring us a clear image in a .jpg format. The cost for digitizing is passed on to the customer. What they charge us we charge you. Prices start at \$30 and go up depending on the size and amount of stitches in the design. We can provide an estimate before digitizing usually within 24 hours.

Can I order shirt from you?

We can order shirts, however if you have a small (under 10 shirts) order it will be more cost effective for you to bring us the shirts.

Can I design what I want sublimated?

You can email or bring in your design. The best format is a .jpg please check with our staff for other formats.

MULTICRAFTS

What do you offer?

We offer a variety of crafts including, ceramics, stained glass, fused glass, painting, pottery, sewing, quilting, jewelry, knitting, crocheting classes and various other crafts. If you have something you are interested in doing please let us know, we will try to accommodate you if possible.



Do I have to sign up for classes?

We appreciate if you sign up for classes 1 week prior to the class so that we can ensure we have the right amount of supplies. If a class is cancelled we will let you know. We will also post cancellations on our facebook page.

Do I have to schedule time to come in to do ceramics?

Normally no, but we do sometimes have private parties, events or classes scheduled. If you are bringing in a group of six or more we would appreciate a notice to make sure we have supplies on hand.

I saw a class offered but am unable to attend can I do it at another time?

Once we have offered a class we try to keep supplies for that project on hand. It is always a good idea to call or stop in ahead of time to make sure we have the supplies and schedule to assist you.

Do you offer parties?

We can do parties for birthdays, bridal & baby showers, and social groups. Please check with our staff for pricing as prices vary according to the project you choose.

