

SMU Exclusive Providers for **COMMERCIAL PRINTING (effective 7-22-26)**

Category Manager:

Cathy Heckman

heckman@smu.edu

214-768-2174

Exclusive providers for Printing Services (offset and digital printing) are mandatory sources in compliance with SMU Policy 4.8, Preferred and Exclusive Vendors

All exceptions must be approved by Purchasing before selecting a non-exclusive printer.

***** Review and follow SMU Brand Guidelines at smu.edu/brand when planning projects that incorporate SMU marks and logos. *****

Full-Service Printers

Provide high quality digital and offset printing and the following services: complete pre-press and design capabilities, customer file library and archiving, bindery services, die-cutting, lamination, UV and aqueous coating, embossing and foil stamping, direct mail and fulfillment services, kitting, inventory management and warehousing, wide format printing and other specialty printing services. Works with print-ready PDFs and original source files (InDesign, etc.). Contact printer to inquire about other services offered.

- **Best Press, Inc.**
- **Blanks Printing & digital solutions**
- **Brodnax21C Printers**
- **Prisma Corp.**
- **RR Donnelley – Jarvis Press**

Specialty/Print Ready Printer

Provide high quality digital, letterpress and the following services: complete pre-press and design capabilities, customer file library and archiving, bindery services, die-cutting, soft-touch lamination, embossing and foil stamping, direct mail and fulfillment services, kitting, and other specialty printing services. Works with print-ready PDFs and original source files (InDesign, etc.). Contact printer to inquire about other services offered.

- **MetroVCS Specialty Print Boutique**

Print Ready Printer

Provide high quality digital and offset printing and the following services: pre-press capabilities, color correction on press, die-cutting, lamination, UV coating, embossing and foil stamping, and other specialty printing services. Works with print-ready PDFs. Contact printer to inquire about other services offered.

- **Ennis Graphics**

FULL SERVICE COMMERCIAL PRINTERS

Best Press, Inc. (SMU Supplier ID# 38386)

4201 Airborn Dr.
Addison, TX 75001
972-930-1000 - main
<http://www.bestpress.com>

Primary Contact

Mischel Rule, *Senior Account Manager*
469-406-5722 cell
mrule@bestpress.com

Secondary Contact:

Tina Kramer, *Inside Customer Service*
972-930-1000 office
tkramer@bestpress.com

Alternate Contacts
Parker Tate, CSR
ptate@bestpress.com

Mike Heischman, *COO*
972-954-2904 office
mheischman@bestpress.com

Donna Beavers, Accounting
dbeavers@bestpress.com

Best Press ARTWORK UPLOAD INSTRUCTIONS - FTP Credentials:

Protocol: SFTP
Host: <ftp.bestpress.com> Port: 22
User Name: smumc_user
Password: 44Foot#68g

Blanks Printing & Imaging Inc. (SMU Supplier ID# 119530)

2343 N. Beckley Ave.
Dallas, Texas 75246
214-741-3905 main
<https://www.blanks.com/>

Primary Contact

Mike Plouff, *Account Manager*
469-263-5773 cell
Mplouff@blanks.com

Other department contacts:

Jesse Martinez, *Billing Questions*
469-341-2051
jmartinez@blanks.com

Secondary Contact

Kevin McDonald, *Customer Service*
469-531-6195
KmcDonald@blanks.com

Clint Vandeventer, *Offset Prepress*
817-229-9790
cvandeventer@blanks.com

Blanks Printing ARTWORK UPLOAD INSTRUCTIONS:

Use the designated SMU encrypted FTP folder

This account can only use HTTPS and sFTP protocols that provide encryption for data while being transmitted.

<https://ftp.blanks.com/login>

Login: smu

Password: Smu170542@ (Case sensitive)

FTP Client - *If using a FTP client it can only use sFTP protocol and requires special setup and a client that will support this protocol.*

For using a sFTP client:

Server: <ftp.blanks.com>
Login: smu
Password: Smu170542@ (Case sensitive)

Brodnax 21C Printers (SMU Supplier ID# 1815)

737 Regal Row
Dallas, TX 75247
214-528-2622 - main
<https://www.brodnax21c.com/>

Primary Contact

Andy James, Account Executive
214-528-2622, ext. 123 office
972-489-2288 cell
andy.james@brodnax21c.com

Secondary Contact:

Brad Bryant, Plant Manager
817-372-3298 cell
brad.bryant@brodnax21c.com

Job Status

Marce Garcia, CSR offset and small
format digital, creative, pre-press
214-528-2622, ext. 104 office
972-352-7757 cell
marce.garcia@brodnax21c.com

Job Status

Kelvin Robertson, CSR large format
214-528-2622, ext. 145 office
kelvin.robertson@brodnax21c.com

Accounting contact

Monica Compton, Accounting Manager
214-528-2622, ext. 110 office
monica.compton@brodnax21c.com

Brodnax ARTWORK UPLOAD INSTRUCTIONS

1. Go to www.brodnax21c.com.
 2. Click "Get in Touch" > "File Upload" from top menu options.
 3. Complete all fields in the web form.
 4. In dropdown options for CSR, select Marce Garcia for offset and small format digital jobs.
Select Kelvin Robertson for large format jobs.
 5. Identify job in comments, as well as any production related notes pertinent to the job.
 6. Select files to upload. Please package all files for a given job in single zip folder.
 7. Click "Upload Files" (blue box).
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Jarvis Press (RR Donnelly Co.) (SMU Supplier ID# TBD)

9112 Viscount Row
Dallas, TX 75247
214-252-5507
<https://www.rrd.com/locations/jarvis-press>

Primary Contact

Chris Rozier, Sales Development Executive

972-965-9409 cell (preferred)

214-637-2340 office

chris.c.rozier@rrd.com

Secondary Contact (Jarvis CSR)

Sounthone Panyanouvong

Print Production Specialist

Project Coordinator

9112 Viscount, Dallas TX 75247

972.730.0264 (Mobile)

sounthone.panyanouvong@rrd.com

Billing contact

Olivia Uresti

Credit Analyst

4101 Winfield Road

Warrenville IL 60555-3521

olivia.y.uresti@rrd.com

ARTWORK UPLOAD INSTRUCTIONS

TO GAIN ACCESS TO SHAREFILE SITE

Ask SMU Sales Development Executive to request access to the site from the RRD prepress supervisor for SMU employees.

Direct questions regarding SHAREFILE to Sales Development Executive.

Access to ShareFile is specific to SMU employee's email address.

Files in ShareFile will be retained for 14 days.

rrdonnelley.sharefile.com/

Prisma Corp. (SMU Supplier ID# TBD)

4001 Caven Rd

Austin, TX 78744

<https://www.poweredbyprisma.com/>

512-442-1415 main

Primary Contact

Glen Tyler, Sales Executive

832-509-8164 cell

gtyler@poweredbyprisma.com

Secondary Contact (or inside CSR)

Laura Snyder

214-514-0404 cell

lsnyder@poweredbyprisma.com

Accounts Receivable Contact

ar-atx@poweredbyprisma.com

ARTWORK UPLOAD INSTRUCTIONS

Use this link: <https://printupload.filecamp.com/s/u/cvWrl66XaOlnY1Nr>

SPECIALTY/PRINT READY PRINTER

Metro VCS (SMU Supplier ID# TBD)**Specialty Print Boutique**

9023 Diplomacy Row

Dallas TX 75247

214-951-0910

<https://metrovc.com/>

Primary Contact

Angela Bond, *Sr. Production Manager*

972-345-3617 direct

Email Angela@metrovc.com

Secondary Contact

Rob Styacich, *Owner*

713-882-1505

Email rob@metrovc.com

Other department

Sanjay Shah, *Creative Director / Prepress*

214-951-0910 work

Email sanjay@metrovc.com

ARTWORK UPLOAD INSTRUCTIONS

Upload to website or can be sent via email to Primary Contact

Preferred print file formats: PDF, AI or Zip file

www.metrovc.com

PRINT READY PRINTER

Ennis Graphics (SMU Supplier ID # 45483)

122 Rose Lane

Frisco, TX 75034

Ennisgraphics.com

Primary Contact:

Steve Hurley, Owner/Operator

214-202-8394 cell

steve@ennisgraphics.com

Ennis Graphics ARTWORK UPLOAD INSTRUCTIONS:

Print files less than 25mb EMAIL to steve@ennisgraphics.com

Print files larger than 25mb UPLOAD to Ennisgraphics.com

Mailing Address:

3330 Cedar Creek Trail

Frisco, TX 75034