

PLACEMENT GUIDE

Left & Right Chest

5.5" Mighty Hoop Fixture on the Standard HoopMaster Station Size **SMALL**

*The T-shirt brand and style used is Gildan Cotton Soft Style. Placements will vary based on the brand and style you use.

Step 1: Place the 5.5" Mighty Hoop Fixture on the Station

- For **Size Small**, place the 5.5" Mighty Hoop Fixture on **#7** of the Station.
- Ensure the Fixture is detached from the Freestyle Arm. There should be two pins on the back of the Fixture that lock it into place on the Station.
 - If you don't see these pins, the Fixture is likely still attached to the Freestyle Arm.
 - To detach it, grip the top of the clear Fixture Arms and pull upward to release it from the Freestyle Arm.
- Insert the bottom ring of the 5.5" Mighty Hoop into the Fixture.
- Clip in your backing material by flipping open the magnetic backing holder flaps.

What's the purpose of this blue clip on the Fixture?

The Blue Clip located at the top of the Fixture helps retain the lower ring of the Mighty Hoop in the Fixture until you are ready to hoop your shirt. Anytime you are hooping a shirt thinner than a sweatshirt, make sure the Blue Clip is in the "Locked" position. To do this, simply slide the clip to the long slots so that it slightly covers the lower ring of the hoop. Using the Blue Clip correctly will keep the top and bottom of the Mighty Hoop from jumping together before you are ready to hoop.



Step 2: Find your Placement

- **Measure 7 inches down** from the collar and **4 inches in** from the center of the shirt. Mark on that centerline using a placement sticker, chalk, or fabric pencil. This mark represents the center of your design. You want this to fall in the center of the hoop so you do not have to move or adjust your machine.
- **Note:** 7-9 inches down and 4-6 inches from the center is an industry standard for adult crewnecks and usually looks best. However, depending on your logo size, design style, or t-shirt brand, you might prefer it closer or further from the collar. That's completely up to you or your client's preference.

Step 3: Pull the Shirt Onto the Station

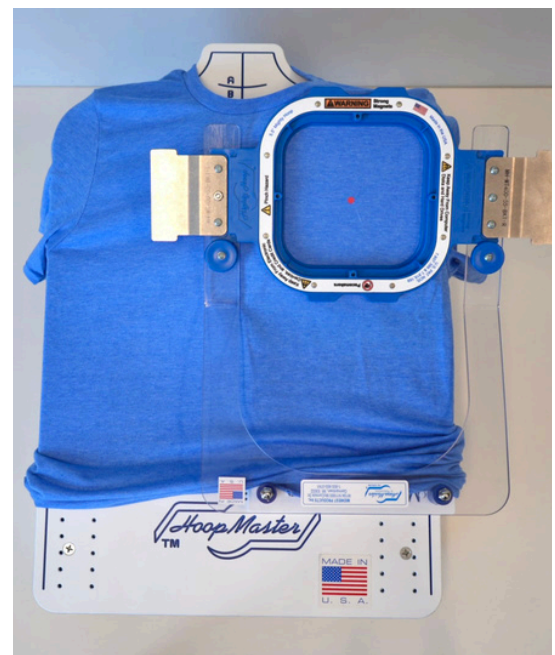
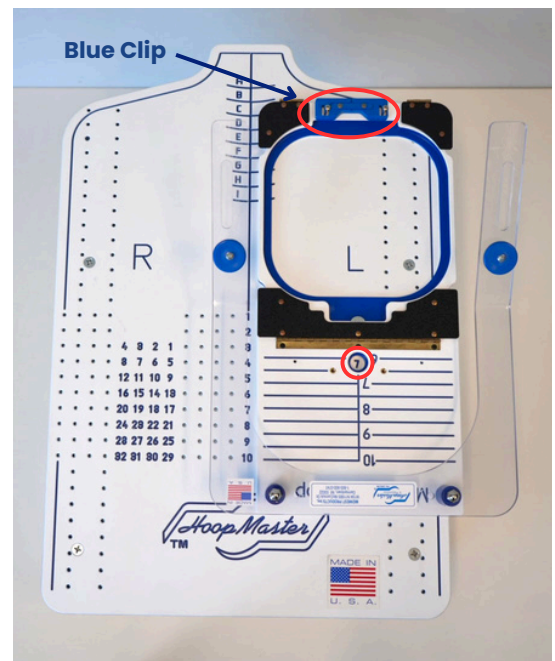
- Slide the crewneck onto the Station from the top, pulling gently from the collar.
- Align the shoulder seams with the shoulder forms of the Station.
- Make sure the collar falls at letter **C** on the Station for a size Small. This may vary slightly depending on the shirt's cut or brand. Adjust as needed to keep your design aligned and balanced.
- If your shirt has a placket, you can use the clear arm of the Fixture as a straight edge to assure your embroidery will be parallel and not crooked.

Step 4: Hoop the Crewneck

- With the placement dot visible in the center of the hoop, place the top ring of the 5.5" Mighty Hoop onto the clear Fixture Arms. You should feel the hoop lock into position when it's correctly centered on the Fixture Arms. There should be very little play from side to side.
- Make sure you press the hoop all the way down until it snaps together.

Pro Tip:

Start a hooping journal, file, or logbook to track your placement. Document: shirt brand, shirt size, logo type/design, letter where the collar of the shirt is placed on the Station, and the number where the Fixture is placed. Doing this makes set up and repeat placement easy, accurate and efficient.



PLACEMENT GUIDE

Left & Right Chest

5.5" Mighty Hoop Fixture on the Standard HoopMaster Station Size MEDIUM

*The shirt used for these placements are the Gildan Cotton Soft Style T-Shirt. Placements will vary based on the brand and style you are using.

Step 1: Place the 5.5" Mighty Hoop Fixture on the Station

- For **Size Medium**, place the 5.5" Mighty Hoop Fixture on **#16** of the Station.
- Ensure the Fixture is detached from the Freestyle Arm. There should be two pins on the back of the Fixture that lock it into place on the Station.
 - If you don't see these pins, the Fixture is likely still attached to the Freestyle Arm.
 - To detach it, grip the top of the clear Fixture Arms and pull upward to release it from the Freestyle Arm.
- Insert the bottom ring of the 5.5" Mighty Hoop into the Fixture.
- Clip in your backing material by flipping open the magnetic backing holder flaps.

What's the purpose of this blue clip on the Fixture?

The Blue Clip located at the top of the Fixture helps retain the lower ring of the Mighty Hoop in the Fixture until you are ready to hoop your shirt. Anytime you are hooping a shirt thinner than a sweatshirt, make sure the Blue Clip is in the "Locked" position. To do this, simply slide the clip to the long slots so that it slightly covers the lower ring of the hoop. Using the Blue Clip correctly will keep the top and bottom of the Mighty Hoop from jumping together before you are ready to hoop.



Step 2: Find your Placement .

- **Measure 7.5 inches down** from the collar and **4.5 inches in** from the center of the shirt. Mark on that centerline using a placement sticker, chalk, or fabric pencil. This mark represents the center of your design. You want this to fall in the center of the hoop so you do not have to move or adjust your machine.
- **Note:** 7-9 inches down and 4-6 inches from the center is an industry standard for adult crewnecks and usually looks best. However, depending on your logo size, design style, or t-shirt brand, you might prefer it closer or further from the collar. That's completely up to you or your client's preference.

Step 3: Pull the Shirt Onto the Station

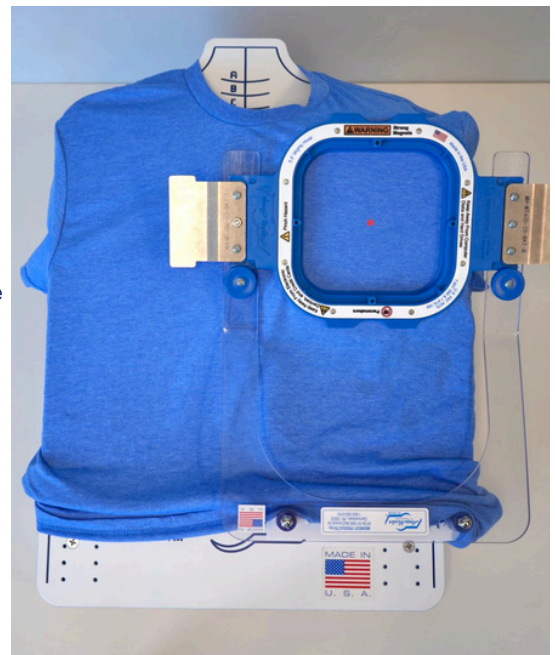
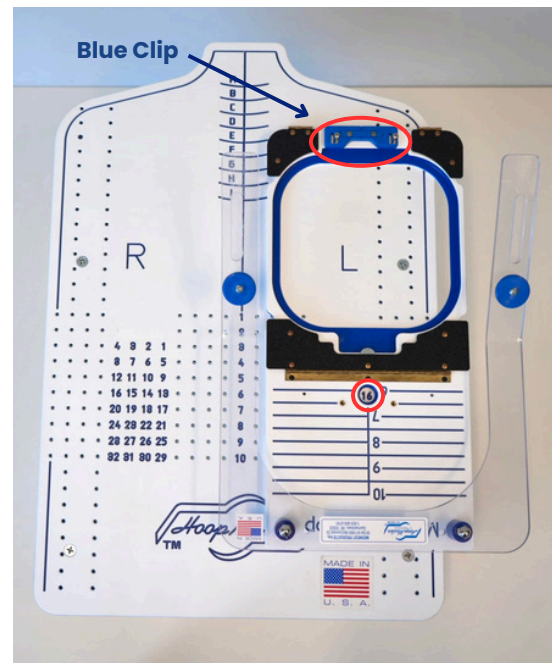
- Slide the crewneck onto the Station from the top, pulling gently from the collar.
- Align the shoulder seams with the shoulder forms of the Station.
- Make sure the collar falls at letter **D** on the Station for a size Small. This may vary slightly depending on the shirt's cut or brand. Adjust as needed to keep your design aligned and balanced.
- If your shirt has a placket, you can use the clear arm of the Fixture as a straight edge to assure your embroidery will be parallel and not crooked.

Step 4: Hoop the Crewneck

- With the placement dot visible in the center of the hoop, place the top ring of the 5.5" Mighty Hoop onto the clear Fixture Arms. You should feel the hoop lock into position when it's correctly centered on the Fixture Arms. There should be very little play from side to side.
- Make sure you press the hoop all the way down until it snaps together.

Pro Tip:

Start a hooping journal, file, or logbook to track your placement. Document: shirt brand, shirt size, logo type/design, letter where the collar of the shirt is placed on the Station, and the number where the Fixture is placed. Doing this makes set up and repeat placement easy, accurate and efficient.



PLACEMENT GUIDE

Left & Right Chest

5.5" Mighty Hoop Fixture on the Standard HoopMaster Station

Size **LARGE**

*The shirt used for these placements are the Gildan Cotton Soft Style T-Shirt. Placements will vary based on the brand and style you are using.

Step 1: Place the 5.5" Mighty Hoop Fixture on the Station

- For **Size Large**, place the 5.5" Mighty Hoop Fixture on **#24** of the Station.
- Ensure the Fixture is detached from the Freestyle Arm. There should be two pins on the back of the Fixture that lock it into place on the Station.
 - If you don't see these pins, the Fixture is likely still attached to the Freestyle Arm.
 - To detach it, grip the top of the clear Fixture Arms and pull upward to release it from the Freestyle Arm.
- Insert the bottom ring of the 5.5" Mighty Hoop into the Fixture.
- Clip in your backing material by flipping open the magnetic backing holder flaps.

What's the purpose of this blue clip on the Fixture?

The Blue Clip located at the top of the Fixture helps retain the lower ring of the Mighty Hoop in the Fixture until you are ready to hoop your shirt. Anytime you are hooping a shirt thinner than a sweatshirt, make sure the Blue Clip is in the "Locked" position. To do this, simply slide the clip to the long slots so that it slightly covers the lower ring of the hoop. Using the Blue Clip correctly will keep the top and bottom of the Mighty Hoop from jumping together before you are ready to hoop.



Step 2: Find your Placement

- **Measure 9 inches down** from the collar and **5 inches in** from the center of the shirt. Mark on that centerline using a placement sticker, chalk, or fabric pencil. This mark represents the center of your design. You want this to fall in the center of the hoop so you do not have to move or adjust your machine.
- **Note:** 7-9 inches down and 4-5 inches from the center is an industry standard for adult crewnecks and usually looks best. However, depending on your logo size, design style, or t-shirt brand, you might prefer it closer or further from the collar. That's completely up to you or your client's preference.

Step 3: Pull the Shirt Onto the Station

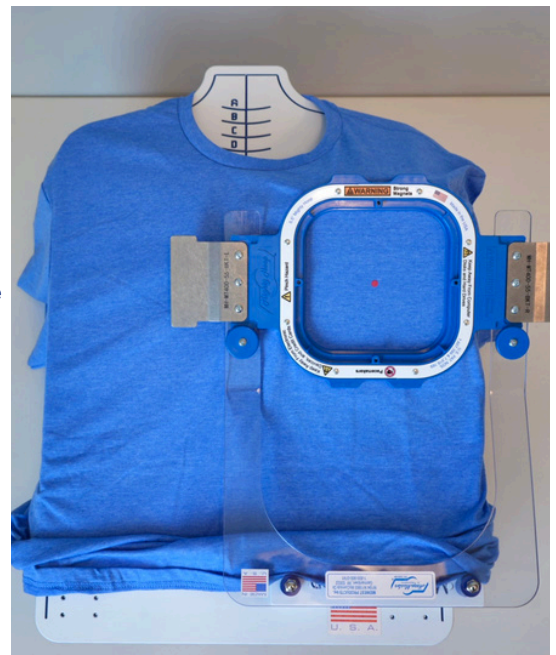
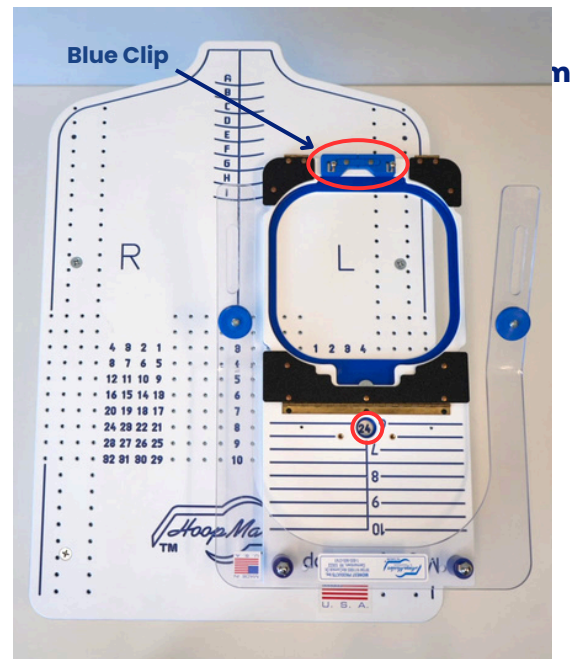
- Slide the crewneck onto the Station from the top, pulling gently from the collar.
- Align the shoulder seams with the shoulder forms of the Station.
- Make sure the collar falls at letter **E** on the Station for a size Small. This may vary slightly depending on the shirt's cut or brand. Adjust as needed to keep your design aligned and balanced.
- If your shirt has a placket, you can use the clear arm of the Fixture as a straight edge to assure your embroidery will be parallel and not crooked.

Step 4: Hoop the Crewneck

- With the placement dot visible in the center of the hoop, place the top ring of the 5.5" Mighty Hoop onto the clear Fixture Arms. You should feel the hoop lock into position when it's correctly centered on the Fixture Arms. There should be very little play from side to side.
- Make sure you press the hoop all the way down until it snaps together.

Pro Tip:

Start a hooping journal, file, or logbook to track your placement. Document: shirt brand, shirt size, logo type/design, letter where the collar of the shirt is placed on the Station, and the number where the Fixture is placed. Doing this makes set up and repeat placement easy, accurate and efficient.



PLACEMENT GUIDE

Left & Right Chest

5.5" Mighty Hoop Fixture on the Standard HoopMaster Station Size EXTRA LARGE

*The shirt used for these placements are the Gildan Cotton Soft Style T-Shirt. Placements will vary based on the brand and style you are using.

Step 1: Place the 5.5" Mighty Hoop Fixture on the Station

- For **Size Extra Large**, place the 5.5" Mighty Hoop Fixture on **#32** of the Station.
- Ensure the Fixture is detached from the Freestyle Arm. There should be two pins on the back of the Fixture that lock it into place on the Station.
 - If you don't see these pins, the Fixture is likely still attached to the Freestyle Arm.
 - To detach it, grip the top of the clear Fixture Arms and pull upward to release it from the Freestyle Arm.
- Insert the bottom ring of the 5.5" Mighty Hoop into the Fixture.
- Clip in your backing material by flipping open the magnetic backing holder flaps.

What's the purpose of this blue clip on the Fixture?

The Blue Clip located at the top of the Fixture helps retain the lower ring of the Mighty Hoop in the Fixture until you are ready to hoop your shirt. Anytime you are hooping a shirt thinner than a sweatshirt, make sure the Blue Clip is in the "Locked" position. To do this, simply slide the clip to the long slots so that it slightly covers the lower ring of the hoop. Using the Blue Clip correctly will keep the top and bottom of the Mighty Hoop from jumping together before you are ready to hoop.



Step 2: Find your Placement

- **Measure 9 inches down** from the collar and **5 inches in** from the center of the shirt. Mark on that centerline using a placement sticker, chalk, or fabric pencil. This mark represents the center of your design. You want this to fall in the center of the hoop so you do not have to move or adjust your machine.
- **Note:** 7-9 inches down and 4-5 inches from the center is an industry standard for adult crewnecks and usually looks best. However, depending on your logo size, design style, or t-shirt brand, you might prefer it closer or further from the collar. That's completely up to you or your client's preference.

Step 3: Pull the Shirt Onto the Station

- Slide the crewneck onto the Station from the top, pulling gently from the collar.
- Align the shoulder seams with the shoulder forms of the Station.
- Make sure the collar falls at letter **F** on the Station for a size Small. This may vary slightly depending on the shirt's cut or brand. Adjust as needed to keep your design aligned and balanced.
- If your shirt has a placket, you can use the clear arm of the Fixture as a straight edge to assure your embroidery will be parallel and not crooked.

Step 4: Hoop the Crewneck

- With the placement dot visible in the center of the hoop, place the top ring of the 5.5" Mighty Hoop onto the clear Fixture Arms. You should feel the hoop lock into position when it's correctly centered on the Fixture Arms. There should be very little play from side to side.
- Make sure you press the hoop all the way down until it snaps together.

Pro Tip:

Start a hooping journal, file, or logbook to track your placement. Document: shirt brand, shirt size, logo type/design, letter where the collar of the shirt is placed on the Station, and the number where the Fixture is placed. Doing this makes set up and repeat placement easy, accurate and efficient.

