

WEDDING STATIONERY AND ACCESSORIES ORDER FORM

If you have any questions or need help completing this form please contact Natalie using the contact details below. To place an order, please complete this form clearly using capital letters. When completing your colour and design options, it will be helpful to be logged onto www.especiallymade.co.uk on the design page for your chosen design. Once completed, either send this form to the address below with your 50% deposit cheque (payable to especiallymade), or email / send the completed order form requesting a Paypal invoice.

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02380 601906

natalie@especiallymade.co.uk

CUSTOMER DETAILS

Name	Address
Home Telephone	
Work Telephone	
Email	

ON WHAT DATE WOULD YOU LIKE TO SEND OUT YOUR INVITATIONS?

HOST

Who is hosting the wedding, as you would like their names to be printed?

Who is hosting the evening celebration, as you would like their names to be printed (if different)?

BRIDE / PARTNER 1

Name as you would like it to be printed?

GROOM / PARTNER 2

Name as you would like it printed?

WEDDING DETAILS

Where and when is the wedding taking place, as you would like it to be printed?

Name of venue:

Day:

Date:

Year:

Time:

RECEPTION

Where and when is the reception being held, as you would like it to be printed?

Wedding Reception:

Evening Reception (if different):

Day:

Date:

Year:

Time of evening reception:

RSVP ADDRESS AND DATE TO BE RETURNED

What is the RSVP address (email or telephone if you wish) as you would like it printed on the invitations?

What is the RSVP date to be printed on the invitations?

WORDING

Basically there are no hard and fast rules about font type or wording. If there is a particular font you love, write the font name in the space at the bottom of the page and we will let you know if we have access to it. Below are a few if you would rather choose one of ours. For wording you may either supply your own, making your invitations much more personal, or choose from the following as detailed in the 'wording' section of the website.

PLEASE CIRCLE YOUR CHOICE FOR DAY AND EVENING:

Day: P1 P2 B1 B2

Evening: P3 P4 B3 B4

I would like to supply my own wording. _____ **Please include your wording on a separate sheet.**

WORDING FOR ITEMS SUCH AS THE MENU, ORDER OF SERVICE, TABLE PLAN ETC CAN BE SENT TO US NEARER THE WEDDING DATE. PLEASE ENSURE WE HAVE THESE DETAILS AT LEAST 4 WEEKS BEFORE YOU NEED THE ITEMS.

FONT SUGGESTIONS:

1. *Sarah and Matthew request the pleasure of your company...*
2. Sarah and Matthew request the pleasure of your company...
3. *Sarah and Matthew request the pleasure of your company...*
4. *Sarah and Matthew request the pleasure of your company...*
5. SARAH AND MATTHEW REQUEST THE PLEASURE OF YOUR COMPANY
6. Sarah and Matthew request the pleasure of your company...
7. *Sarah and Matthew request the pleasure of your company...*
8. Sarah and Matthew request the pleasure of your company...
9. *Sarah and Matthew request the pleasure of your company...*
10. Sarah and Matthew request the pleasure of your company...

FONT
CHOICE

(Insert
number)

We will choose the most appropriate font colour for your invitations to match embellishments. If you would like us to use black ink please tick here

COLOUR AND DESIGN OPTIONS

Card colour (circle your choice): Cream White

Card texture (circle your choice): Hammer finish Linen finish Smooth finish

Please log onto **www.especiallymade.co.uk** and follow the ‘Designs’ link to your chosen design. View the colour and design options on offer and make a note of your choices in the spaces provided below. If the colour you would like is not offered we will do our best to find it for you. On a separate piece of paper please include any information which will help us match your colour scheme, (picture of bridesmaid dresses or fabric swatch for example).

Item/Design Name	Colour and Design Options (Refer to Website)	Unit Cost	How Many?	Total Cost

Item/Design Name	Colour and Design Options (Refer to Website)	Unit Cost	How Many?	Total Cost
Grand Total				
50% Deposit				

OTHER INFORMATION

Prices include either postal boxes or envelopes (specified in descriptions) with the following items: Save the date tags, Day Invitations, Evening Invitations and Thank You cards. Place cards will be in the design of your choice and left blank for your personalisation.

Delivery of your order is not included in the price. There is a flat rate charge of £22.00 for guaranteed next day delivery. If you require your order in stages then this may increase your delivery fee. You will receive an invoice for this fee when your order is ready for delivery. Orders will not be sent until this fee is received. Please note that for orders under £30.00, postage will be charged at cost.

I have read the terms and conditions on your website and I would like especiallymade to proceed with my order.

PAYMENT ENCLOSED – PLEASE TICK (**Cheques payable to especiallymade**)

50% PAYMENT ENCLOSED (ORDERS OVER £200 ONLY)

FULL PAYMENT ENCLOSED (ORDERS UNDER £200)

SEND ME A PAYPAL INVOICE

Cheque amount:
£.....

SIGNED:

PRINT NAME:

DATE: