

2012 Order Form

Compulsory Field (For Office Use Only)

Acc No.

Order No.

Your customer name/ref.

Please use a separate order form for each item chosen

Your Card/Calendar

Product Code

Quantity

Your Envelope/Label

Product Code

Personalisation
or Address

Proofs

Email Proof (FREE)

☐

Email Address

Delivery Address

Special Instructions

Your Card/Calendar Personalisation

Typeface

Greeting

Foil Colour

(foil/board option cards only)

Own Greeting or
Calendar Message
(FREE)

Name (after from)

Omit 'from'

☐

Address (at foot of page)

Block Left

☐

Centred

☐

Block Right

☐

Card Front Personalisation (certain cards only) – text only FREE

Foil Logo – £60

☐

Ink Colour (2X009)

Ink & Logos

Black Print (FREE)

Digital Colour Printing (regardless of quantity) – £60

Foil Print – £60

Red Foil

☐

Gold Foil

☐

Silver Foil

☐

Green Foil

☐

Logo – £24

Insert Bottom Left

☐

Insert Bottom Centre

☐

Insert Bottom Right

☐

Other (please state)

Signatures – £24

☐

Charity

Charity Reference (optional, not available on calendars)

Signature _____ Contact No. _____ Date _____