

ORDER FORM | Classic Collection

Order Date: _____ Order No. _____ (Office only)

Ordered by:		Deliver to: (Mon - Fri by courier, signature required)	
Name:		Name:	
Address:		Address:	
Postcode:		Postcode:	
Home Tel:	Work/Mob:	Tel:	
Email:			

Names of people sending the invitations, as you would like them to appear
Wedding
Evening Reception

Names of Bride & Groom, as you would like them to appear
Bride
Groom

Day, Dates & Times			
Wedding Ceremony	Day: (eg Sat)	Date:	Time:
Evening Reception	Day: (eg Sat)	Date:	Time:

Where is the ceremony and reception being held?
Ceremony
Wedding Reception
Evening Reception

What is the reply address to be printed inside the invitations?
Name/s and Address

Do you require an RSVP date printing inside the invitations? (please provide date)
Day _____ Evening _____

Reply Cards

Bride & Groom's name and wedding date will appear at the top, followed by can / cannot accept your kind invitation
 Please tick a box if you would like either of the following;

number of vegetarians ___
 any special dietary requirements _____

Thank You

Wording suggestion - 'We would both like to thank you for your lovely gift and for all your kind wishes.'
 "Thank You" - the rest blank for you to write your message
 Please use attached wording

The married names (including first names) of the bridal couple as you would like them to appear _____

Post-Wedding address _____

Order Requirements

To ensure design and stock continuity please indicate all items required from the list below. Details of the contents of the menus, order of service etc can be supplied at a later date (four weeks minimum prior to the wedding).

	Design name	Wording	Typestyle*	Price (each)	Qty	Total
<i>Example</i>	<i>Roma</i>	<i>1</i>	<i>Copperplate / Johann</i>	<i>£3.50</i>	<i>60</i>	<i>£210.00</i>
Save the Date cards						
Wedding Invitation						
Evening Invitation						
Reply Card						
Order of Service						
Menu	Flat <input type="checkbox"/> Folded (card style) <input type="checkbox"/>					
Place Cards	Printed <input type="checkbox"/> Printed & Bow <input type="checkbox"/> Deluxe <input type="checkbox"/>					
Table Plan						
Table Nos.	For use in holders <input type="checkbox"/> Free standing <input type="checkbox"/> Deluxe <input type="checkbox"/>					
Guest Book						
Thank You Cards	Thank You Cards <input type="checkbox"/> Thank You Letters <input type="checkbox"/>					
				Free delivery on orders over £ 350	P & P £12.00	
Please state Box Colour If different from advertised: _____				Extras (eg Guest names)		
Please state Ribbon Colour If different from advertised: _____				Total		

* We strongly advise 'Copperplate' or a capital font to be used for the body text and a script font of your choice for the names.

Please make cheques payable to The Whole Caboodle Design Ltd.

A deposit of 50% of the order value is required before work on the order commences. The balance must be paid prior to despatch of *completed* order. This Stationery is personalised to your individual requirements. Refund or exchange can be given only where the merchandise is faulty or the specifications of the order have not been met. In the event of cancellation, all work in progress must be paid for in full.

Each item is made individually and therefore characteristic differences may occur. Images published on the official website/brochure are for illustrative purposes and therefore reproduction of colours is as accurate as possible but may vary slightly from the genuine article. The Whole Caboodle accepts no responsibility for the effect the ageing process may have on products. The Whole Caboodle accepts no responsibility for goods lost in transit.

Deposit Paid/Date: _____ Needed by: _____ Balance Paid/Date: _____

Where did you hear about The Whole Caboodle?

Please can you let us know how you heard about us in order that we can use the most effective methods of advertising.

Magazines (please state which titles)
 Recommendations
 Other (please state)