

Order Form - 2011

Dfrost Design

Please complete clearly in BLOCK CAPITALS.
Your details will not be forward to any third parties.
For any additional information you wish to provide please attach a separate sheet.

8 Grove Park Walk
Harrogate
North Yorkshire
HG1 4BP

01423 541 877

www.dfrostdesign.co.uk
info@dfrostdesign.co.uk

Ordering Information

- Decide which design you like then choose the wording and fonts from overleaf.
- Decide on how many of each item you require. Remember to order a few extra to cover additional guests and mistakes.
- If you do not have the information for the day stationery such as menus and order of service these can be provided later unless you require all items within 6 weeks.
- When we receive your order we will email you (or phone if necessary) to confirm your order and advise timings.

Customer Details	
Name:	
Address:	
Postcode:	
Home Tel:	
Mobile:	
Email:	

Delivery Details (If different) Signature will be required.	
Name:	
Company name:	
Address:	
Postcode:	

Wedding Details			
Bride Name:		Groom Name:	
Wedding Date:		Location:	

Stationery Details					
Design Name:			Enclosed	To Follow	N/A
Colours: (If you would like colours other than those shown on the website please specify)		Order of Service details:			
		Menu details:			
		Table Plan:			
Envelope Colour:		Day Invitations:			
Insert Font:		Evening Inviations			

Items Required:

Item:	Quantity required	DIY Quantity	Date Required by:	Total Price £
Save the Date @ £1.75 each*	N/A		
Wedding Invitation @ £3.75 each* @ £2.95 each*		
Evening Invitation @ £3.75 each* @ £2.95 each*		
RSVP Card @ £1.25 each*	N/A		
Additional Info Card: one side two sides @ £1.25 each* @ £1.45 each*	N/A		
Additional Insert @ £0.95 each* @ £0.85 each*		
Order of Service @ £1.85 each* @ £1.65 each*		
Order of Ceremony/day @ £1.35 each*	N/A		
Menu @ £3.95 each* @ £3.10 each*		
Place Card - no names Place Card - names printed @ £0.60 each* @ £0.95 each*	N/A		
Table Numbers @ £2.45 each* @ £2.05 each*		
Table Plan - A2 @ £115 each* @ £95 each*		
Table Plan - A1 @ £145 each* @ £120 each*		
Thank you cards - invite style @ £2.65 each*	N/A		
Thank you cards - postcard style @ £1.75 each*	N/A		

*Please note prices are correct until 31st December 2011, after this date please check our website.

To complete your order please send a cheque for 50% of the total order cost (100% for orders less than £100)

Please make the cheque payable to D Frost and send to:

Dfrost Designs
8 Grove Park Walk
Harrogate
North Yorkshire
HG1 4BP

If you would prefer to pay by bank transfer please contact us on 01423 541 877

How did you find us?

Internet: which search engine/ wedding site?		Wedding Magazine: which one?	
Yellow Pages:		Other:	

I have read and agree to Dfrost Design terms and conditions. (see overleaf)

Signature..... Date.....



Thanks for your order

Product Details



Invitations

These are usually posted 3 to 4 months prior to your wedding.

The cost is inclusive of a printed insert and coloured envelope.

On the front of the invitation we can write 'Wedding Invitation', 'Invitation' or the names of the bride and groom. There will be a space for you to hand write your guests names.

Wording:

Dfrost Design requests that if possible wording for invitation inserts be emailed to info@dfrostdesign.co.uk as well as a printed copy to be enclosed with your order form.

Here are 4 examples of wording but feel free to write whatever you wish. Dfrost Design cannot accept responsibility for copyright of any information you wish to print.

1.	2.	3.	4.
<p>Mr and Mrs David Holloway request the pleasure of your company at the marriage of their daughter</p> <p>Sarah Holloway to James Martin</p> <p>at St. Marys Church, Harrogate,</p> <p>on Saturday 2nd June 2006 at 1pm</p> <p>and afterwards, on to the reception at the Yorkshire Hotel, Harrogate</p> <p>RSVP by 31st March 2006</p> <p>address details here</p>	<p>Mr and Mrs David Holloway are delighted to invite you to the marriage of their daughter</p> <p>Sarah Holloway to James Martin</p> <p>at St. Marys Church, Harrogate,</p> <p>on Saturday 2nd June 2006 at 1pm</p> <p>and afterwards, on to the reception at the Yorkshire Hotel, Harrogate</p> <p>RSVP by 31st March 2006</p> <p>address details here</p>	<p>Miss Sarah Elizabeth Holloway and Mr. James Philip Martin request the pleasure of your company for their marriage</p> <p>at St. Marys Church, Harrogate,</p> <p>on Saturday 2nd June 2006 at 1pm</p> <p>and afterwards, on to the reception at the Yorkshire Hotel, Harrogate</p> <p>RSVP by 31st March 2006</p> <p>address details here</p>	<p>Sarah and James would love you to join them to celebrate their marriage</p> <p>at St Marys Church Harrogate</p> <p>on Saturday 2nd June 2006 at 1pm</p> <p>Followed by a reception at the Yorkshire Hotel, Harrogate</p> <p>R.S.V.P. Hosts details here by 31st March 2006</p>

Remember to include:

Hosts name/s

Bride and Grooms names if different

Location of Service

Date

Time

Reception venue and time

R.S.V.P. date

R.S.V.P. address

Fonts:

Choose which font you prefer for you inserts.

- | | |
|----------------------------|---|
| 1. Helvetica | Mr and Mrs Martin request the pleasure |
| 2. <i>Trebuchet italic</i> | <i>Mr and Mrs Martin request the pleasure</i> |
| 3. Garamond regular | Mr and Mrs Martin request the pleasure |
| 4. <i>Garamond italic</i> | <i>Mr and Mrs Martin request the pleasure</i> |
| 5. <i>Amazon</i> | <i>Mr and Mrs Martin request the pleasure</i> |

Envelopes:

Please choose from white or ivory.

Save the Dates

These are postcard style with the design printed on the front with your details and a coordinated coloured back.

White or ivory envelopes are included in the price.

Terms and conditions

We require a 50% non-refundable deposit once your order has been placed and confirmed. The remainder will be required once your first items of stationery are ready for delivery, before the items can be dispatched. For orders under £100 we will require full payment before work commences.

The cost of delivery is not included in the quoted price and will be charged at cost. We will use the cheapest and safest options and the cost will be added on to the final invoice.

Payment is by cheque, made payable to D Frost

From placing an order to receiving proofs is usually between 3-4 weeks for standard stationery, 5-6 for bespoke. We estimate delivery of stationery will be 3 weeks after proofs are approved but timescales will vary depending on work load. Please check with us to ensure we can meet your deadlines.

All stationery designs and artwork are the copyright of "Dfrost Design" and may not be copied by any means. It is your responsibility to gain permission for copyrighted text to be reproduced. Please obtain permission for any hymns or wordings for print.

A proof will be supplied for you to check all text, and a signed copy will be required before the order is produced. It is your responsibility to ensure everything on the proof is correct and no information is missing. Any amendments will need to be marked on the proof and returned. Dfrost Design cannot be held responsible for any errors that go unnoticed after the proofs have been approved. Any changes made after production or printing, not marked on the proof, may be chargeable.

All cancellations are subject to any costs incurred.

Returns: Due to the personalised nature of the stationery returns will not be accepted after delivery.

In the unlikely event of damaged goods or order errors, these must be notified within 48 hours of delivery. Please retain all damaged goods and packaging for inspection.

In the event of an order being cancelled, all completed work that exceeds the deposit must be paid for.

We recommend you order a small amount of excess stationery and order all your items at the same time to guarantee all items match completely although there are no refunds offered on such excesses.

Because stationery items have hand crafted elements small variations in colour and appearance may occur.

All prices are subject to change without notice. The deposit secures the price of items already ordered.

Payment of the deposit will be taken as acceptance of these terms and conditions.