

Date:			

NOTE: Please use a separate request form for each item.								
CUSTOMER INFORMATION								
Account num	nber:	Company name:		Reque	Requester name:			
Email address:								
ITEM INFOR	RMATION							
Item descrip	tion (ie. Invite, RSVP):							
Item description (ie. Invite, RSVP): Quantity:								
	veight, and type:_ er supplied: □ Ye:	s 📮 No						
Imprint color	(s):							
Imprint type	: □ Digital	☐ Thermography	□ Foil	☐ Letterpress	☐ Engraving			
	☐ Embossing	□ Debossing	☐ Laser Cut	□ Blank				
	☐ Other (please specify):							
Item type:	□ Flat □ Folded							
Size (list flat a	and folded):							
Envelopes:	Envelopes:							
General comments (include shipping info, in hands date/event date):								