

Need help? Call 1-800-246-8483



- Order (no sample, only email of pdf file)
- Order (email of pdf file, then sample)
- Sample only (at this time)

Name _____
 Address _____
 City/State/Zip _____
 (daytime) Telephone _____
 E-mail _____
 Order Shipping Address _____
 (USA only, no P.O. Boxes) _____

 Wedding / Event Date _____

1. BASICS

What size?
(listed by name, not exact dimensions):

- 7 x 7
- 5 x 5
- 5 x 7
- 6 x 9
- 4 x 9
- 4 x 5
- 3.5 x 5
- custom

Format / Starting Piece
Need more help, visit website:

- Pocket Fold®
- Envelopfold®
- Panel
- Gate Fold
- Portable Pocket®
- Folded Card
- Z card

if applicable

- Portrait
- Landscape
- Booklet
- Signature Side

ITEM NUMBER(s) Reference any as a starting point, change anything. _____

ENVELOPE (mailing):

- Print return address on envelope back flap (\$0.50 / \$0.60 ea)
- Address to appear on outer envelope:

- Print guest's addresses on front of envelopes (\$0.50 / \$0.60 ea)
- For more details visit: www.renaissancewritings.com/content/addressing

- No mailing envelopes, you have your own envelopes

- Attach liner in the outer envelope (price depends on selection & size) to have them attached is \$0.25 each. To see color options visit www.renaissancewritings.com/content/colors and look for colors that have the code L1, L2, L3 or L4. Color: _____

2. MAIN EVENT

Main invitation details
cards and other items
are on next page.

Text

Example text shown, make any changes you like

TYPEFACE(s): _____

QUANTITY: _____

COLORS:

envelope color: _____

color of starting piece: _____

color of 1st layer: _____

color of 2nd layer: _____

color of 3rd layer: _____

color of printed layer: _____

GRAPHICS: _____

NOTES: To see options (typefaces, graphics, colors) please visit www.renaissancewritings.com and click on the "more" menu. **TYPEFACE(s):** Select any typeface for any part/piece. Typically the same typeface(s) is used for all of the pieces. If you select a different typeface for the names it is used for the headings on the cards. **COLOR:** Any part of the text or graphic can be printed in color (\$0.10 additional per item). There is no set selection of colors. We will try to match anything you like (with limitations). **QUANTITY:** Minimum order is 20. You may have different quantities for each item you are ordering. **GRAPHICS:** Please specify name of graphic and placement. You can also reference an item number.

3. EXTRAS

- Tag (for front)
- Band Wrap (for around the invitation)
colors, layers and text or any description
details at right.

4. REPLY CARD

- Reply card No reply card
- Reply card and envelope (size set by envelope)
- Reply post card, both sides printed (size limits)

Example text shown, make any changes you like.
Date used is typically 4 to 6 weeks before event.

Address to be used for the reply card or reply envelope:

Text

*note: The US Postal Service recommends a name appear on the envelope, otherwise they have the option of rejecting the piece of mail. Typically the address is to the hosts of the event or to the bride.

5. OTHER CARDS

Possible other cards are Reception, Hotel/ Accommodation, Directions, Itinerary, or Events (none are required). Some example text is provided, please make any changes you like.

Card 1

yes no color of printed card: _____

yes no color of layer: _____

Card Title _____

Text: _____

Card 3

yes no color of printed card: _____

yes no color of layer: _____

Card Title _____

Text: _____

Card 2

yes no color of printed card: _____

yes no color of layer: _____

Card Title _____

Text: _____

Card 4

yes no color of printed card: _____

yes no color of layer: _____

Card Title _____

Text: _____

6. OTHER DETAILS

Any information about layout, text, typeface, colors, graphics, special symbols, if you wish to add something special etc.

7 PAYMENT

Visa MasterCard American Express

Credit Card Number _____

Nothing will Expiration Date _____
be charged or

printed without Card Security Code _____

approval Cardholder's Name... _____

...and Address (if not same as order) _____

The Small Print

The story of what will happen...

Send us the information on this form (online, pdf file, email or phone) • A layout will be created • Receive emailed pdf file that shows the layout of all the pieces and a quote • Email or call with ANY changes desired (changing format can sometimes incur a fee) • If changes are made, a new pdf file will be emailed to be approved • Approve the pdf file • \$20 will be charged to the provided credit card for the sample • An actual sample of the invitation will be mailed (you can skip this step if you like or are pressed for time, we do our best to make sure it is exact, but cannot always accommodate the request, samples are sent by first class mail from NC) • Receive the sample • Email or call with ANY changes desired • A complete pdf file will be emailed for approval of the layout, the text, the colors, the quote, the envelopes with guest addresses (if selected), shipping address, shipping method, express options and payment • Approve the pdf file • The full amount of the order is charged as per your instructions minus the \$20 fee for the sample (limit one sample credit, valid only for printed orders) • Supplies for the order are obtained • Order is produced • Order ships to you • Get email with tracking information • Come back and order programs, place cards, menus, announcements, guest books, favor boxes and thank you cards • Live happily ever after.

Other options for samples:

- Request swatches (small pieces) of particular colors and / or patterns - free
- Get a pre-printed invitation sample - \$10.00 each
This is typically an extra invitation from someone's order or a special run of invitations made for this purpose. You will get to specify the type invitation you want (for example 5x7 signature side pocket fold invitation) but no other details.
- Get an individual sample piece - \$5.00 for first one, \$2.50 for each additional (such as a random 7 x 7 pocket fold). You do not select the color, only the size and shape of the item.

note: none of the samples fees above are credited back to you when you place future orders

How the prices are calculated:

1. Find the price of all the items needed to make your invitation unprinted.
2. Any piece that is 4 x 5 or smaller, a paper insert of a program or any envelope add \$0.50 for printing.
3. Any piece that is that is larger than 4 x 5 add \$0.75 for printing.
4. Any piece that has any color printed will have a color printing fee added of \$0.10 per item.
5. Any piece that is attached to another, add \$0.25 for layer attachment.
6. Any piece that needs to be custom folded (anything not a folded piece originally), add \$0.35 each
7. Hole punching \$0.20 each. Folding (if not already a folded piece) \$0.35 each
8. For graphics that go to the edge of the printed area. Add a bleed graphic fee of \$0.25
9. Add shipping costs.

How to adjust the pricing:

- Make sure you are counting the number of invitations you need and not the number of people attending (most invitations are sent to couples). There is a minimum order of 20 per printed item, but any quantity above 20 is fine (27, 81, 112 etc)
- Notice the different codes for each item. There are letters that refer to the type of item and then numbers that refer to the price category. The least expensive colors will have a code with an "1" (ex: C1, E1, L1, P1). C=card, E=envelope, L=envelope liner, P=paper.
- Change the number of layers
- Do the assembly / attaching yourself.
 - * A note about DIY assembly, dots are available, but any number of items will work well. Double stick tape, glue sticks, spray adhesive (if you have experience).
- Print any item yourself. We can complete as much or as little as you like.
 - * A note about DIY printing, please be sure your printer will accommodate the size paper / card you will use. Many printers will not print on stock smaller than 5x7. You can order larger sheets and print multiples per page and then cut them apart on your own. We do not provide templates for this. Be sure your printer can handle the texture or style paper. Ink Jet printers are notorious for causing problems on metallic stocks.
- Reduce number of cards by printing a card front and back. This adds a printing fee, but it saves the cost of the stock.

ENVELOPMENTS® PRICES (unprinted)

POCKET FOLD® Enclosure	5 x 5 Signature / Booklet	5 x 5 Signature Side	7 x 7 Classic	4 x 5 Landscape / Portrait	4 x 5 Booklet	5 x 7 Landscape / Portrait / Signature Side	4 x 9 Landscape	6 x 9 Classic
folded size	5.75 x 5.75	5.75 x 5.75	7.25 x 7.25	4.125 x 5.5	4.125 x 5.5	5.25 x 7.25	4 x 9	6.25 x 9.25
max size in center	5.625 x 5.625	5.625 x 5.625	7.125 x 7.125	4 x 5.375	4 x 5.375	5.125 x 7.125	3.875 x 8.875	6.125 x 9.125
max size in pocket	5.625 x 5.625	5.375 x 5.625	4.375 x 7.125	L: 3.875 x 5.375 P: 4 x 5.125	B: 4 x 5.375	L: 4.875 x 7.125 P: 5.125 x 7 SS: 4.875 x 7.125	3.625 x 8.875	4.375 x 9.125
C1	\$1.70 ea	\$1.70 ea	\$2.00 ea	\$1.20 ea	\$1.20 ea	\$1.70 ea	\$2.00 ea	\$2.00 ea
C2	\$2.00 ea	\$2.00 ea	\$2.40 ea	\$1.50 ea	\$1.40 ea	\$2.00 ea	\$2.20 ea	\$2.40 ea
C3	\$2.30 ea	\$2.30 ea	\$2.60 ea	\$2.00 ea	\$1.80 ea	\$2.30 ea	\$2.40 ea	\$2.60 ea
C4	\$2.60 ea	\$2.60 ea	\$3.50 ea	\$2.40 ea	\$2.00 ea	\$3.00 ea	\$3.00 ea	\$3.50 ea

Special note about inserts sizes in pocket fold enclosures. If there will be more than one insert reduce the maximum width to accommodate depth of multiple insert cards.

ENVELOFOLD® Enclosure	5 x 5	7 x 7	2 x 3.5	5 x 7	4 x 9	6 x 9
interior size	5.25 x 5.25	7.125 x 7.125	2.125 x 3.5	5.125 x 7.125	3.875 x 8.875	6.125 x 9.125
folded size	5.375 x 5.375	7.25 x 7.25	2.25 x 3.625	5.25 x 7.25	4 x 9	6.25 x 9.25
C1	\$0.90 ea	\$1.20 ea	\$0.50 ea	\$0.90 ea	\$1.20 ea	\$1.20 ea
C2	\$1.10 ea	\$1.50 ea	\$0.50 ea	\$1.20 ea	\$1.50 ea	\$1.50 ea
C3	\$1.50 ea	\$1.80 ea	\$0.75 ea	\$1.50 ea	\$1.80 ea	\$1.80 ea
Botanical	n/a	n/a	n/a	\$1.80 ea	n/a	n/a
C4	\$1.80 ea	\$2.50 ea	\$0.75 ea	\$1.80 ea	\$2.20 ea	\$2.50 ea

POCKET CARDS Enclosure	5 x 5	5 x 7 L/P		POCKET ENVELOPES Enclosure	5 x 5	5 x 7	4 x 9
insert capacity	5.5 x 5.625	5.125 x 7.125		insert capacity	5.625 x 5.625	5.125 x 7.125	3.875 x 8.875
actual size	5.75 x 5.75	5.25 x 7.25		folded size	5.75 x 5.75	5.25 x 7.25	4 x 9
C1	\$1.10 ea	\$1.30 ea		C1	\$1.70 ea	\$1.70 ea	\$2.00 ea
C2	\$1.30 ea	\$1.60 ea		C2	\$2.00 ea	\$2.00 ea	\$2.20 ea
C3	\$1.80 ea	\$2.00 ea		C3	\$2.30 ea	\$2.30 ea	\$2.40 ea
C4	\$2.00 ea	\$2.40 ea		C4	\$2.60 ea	\$2.60 ea	\$3.00 ea






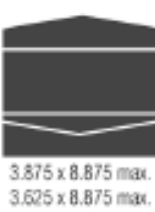


PORTABLE POCKET® Enclosure	5 x 5	7 x 7	3.5 x 5	5 x 7	4 x 9
actual size	5.625 x 5.625	7.25 x 7.25	3.875 x 5.25	5.25 x 7.25	4 x 9.125
pocket capacity	5.5 x 5.5	7.125 x 7.125	3.75 x 5.125	5.125 x 7.125	3.875 x 8.875
C1	\$1.10 ea	\$1.80 ea	\$1.00 ea	\$1.30 ea	\$1.40 ea
C2	\$1.30 ea	\$2.20 ea	\$1.20 ea	\$1.60 ea	\$1.60 ea
C3	\$1.80 ea	\$2.40 ea	\$1.50 ea	\$2.00 ea	\$2.00 ea
C4	\$2.00 ea	\$3.00 ea	\$1.70 ea	\$2.40 ea	\$2.40 ea

Z CARD	Classic 5 x 5	Classic 4 x 5 - Portrait / Landscape	Signature 4 x 5 - Portrait / Landscape	Signature 5 x 7 - Portrait / Landscape		GATE FOLD	3.5 x 5	5 x 7 (landscape)
folded size	5.75 x 5.75	4.125 x 5.5	4.125 x 5.5	5.25 x 7.25		folded size	3.5 x 5	5.25 x 7.25
max size in center	n/a	n/a	4 x 5.375	5.125 x 7.125		interior size	3.375 x 4.8125	5.125 x 7.125
C1	\$1.20 ea	\$1.00 ea	\$1.00 ea	\$1.10 ea		C1	\$0.50 ea	\$1.10 ea
C2	\$1.50 ea	\$1.20 ea	\$1.20 ea	\$1.30 ea		C2	\$0.70 ea	\$1.30 ea
C3	\$1.80 ea	\$1.40 ea	\$1.35 ea	\$1.50 ea		C3	\$0.90 ea	\$1.50 ea
C4	\$2.25 ea	\$1.75 ea	\$1.50 ea	\$1.80 ea		C4	\$1.50 ea	\$2.00 ea

FOLDED CARD	Landscape / Portrait	5 x 5	7 x 7	1 x 4 Landscape only	3.5 x 5	4 x 5	5 x 7	4 x 9
folded size		5.375 x 5.375	7.125 x 7.125	1.5 x 4.5	3.5 x 5	4.125 x 5.5	5 x 7	3.875 x 8.875
C1		\$0.60 ea	\$1.10 ea	\$0.35 ea	\$0.50 ea	\$0.60 ea	\$0.80 ea	\$0.80 ea
C2		\$0.80 ea	\$1.40 ea	\$0.50 ea	\$0.70 ea	\$0.80 ea	\$1.20 ea	\$1.20 ea
C3		\$1.20 ea	\$1.80 ea	\$0.60 ea	\$1.00 ea	\$1.10 ea	\$1.50 ea	\$1.50 ea
Botanical		\$1.08 ea	\$1.00 ea	\$0.45 ea	\$0.99 ea	\$1.08 ea	\$1.35 ea	\$1.35 ea
C4		\$1.40 ea	\$2.20 ea	\$1.00 ea	\$1.50 ea	\$1.50 ea	\$2.00 ea	\$2.00 ea

CARD STOCK	2 x 2 untaped/taped	5 x 5	7 x 7	3.5 x 5	4 x 5	5 x 7	4 x 9	6 x 9	8.5 x 11
actual size	2 x 2	5.25 x 5.25	7.125 x 7.125	3.5 x 5	4 x 5.375	5.125 x 7.125	3.875 x 8.875	6.125 x 9.125	8.5 x 11
C1	\$0.10 / \$0.25	\$0.24	\$0.36	\$0.20	\$0.20	\$0.24	\$0.24	\$0.36	\$0.44
C2	\$0.10 / \$0.25	\$0.32	\$0.40	\$0.25	\$0.32	\$0.32	\$0.32	\$0.40	\$0.60
C3	\$0.10 / \$0.25	\$0.40	\$0.60	\$0.32	\$0.40	\$0.50	\$0.50	\$0.60	\$0.88
Botanical	\$0.10 / n/a	\$0.54	\$0.63	\$0.30	\$0.45	\$0.54	\$0.54	\$0.63	\$0.72
C4	\$0.10 / \$0.25	\$0.60	\$1.00	\$0.60	\$0.60	\$0.80	\$0.80	\$1.00	\$1.40
PAPER / VELLUM	band wrap	5 x 5	7 x 7	3.5 x 5	4 x 5	5 x 7	4 x 9	6 x 9	8.5 x 11
actual size	2 x 17	5.25 x 5.25	7.125 x 7.125	3.5 x 5	4 x 5.375	5.125 x 7.125	3.875 x 8.875	6.125 x 9.125	8.5 x 11
Group P1	\$0.25	\$0.15	\$0.25	\$0.10	\$0.15	\$0.15	\$0.15	\$0.25	\$0.25
Group P2	\$0.30	\$0.20	\$0.30	\$0.15	\$0.20	\$0.20	\$0.20	\$0.30	\$0.36
Group P3	\$0.40	\$0.24	\$0.34	\$0.17	\$0.24	\$0.24	\$0.24	\$0.34	\$0.38
Group P4	\$0.75	\$0.50	\$1.00	\$0.50	\$0.50	\$0.80	\$0.80	\$1.00	\$1.20
Group V1	\$0.25	\$0.20	\$0.25	\$0.15	\$0.20	\$0.20	\$0.20	\$0.25	\$0.25
Group V2	\$0.40	\$0.30	\$0.40	\$0.20	\$0.30	\$0.30	\$0.30	\$0.40	\$0.40
Group V4	\$0.60	\$0.40	\$0.70	\$0.40	\$0.40	\$0.50	\$0.50	\$0.70	\$1.00
ENVELOPE LINER	5 x 5	7 x 7	3.5 x 5	4 x 5	5 x 7	4 x 9	6 x 9		
actual size	5 x 8.688	7.125 x 10.938	4.688 x 5.313	5.313 x 6.375	7.063 x 7.875	9.125 x 6.25	9.063 x 9.625		
L1	\$0.20 ea	\$0.30 ea	\$0.15 ea	\$0.20 ea	\$0.20 ea	\$0.20 ea	\$0.30 ea		
L2	\$0.25 ea	\$0.35 ea	\$0.17 ea	\$0.25 ea	\$0.25 ea	\$0.25 ea	\$0.35 ea		
L3	\$0.30 ea	\$0.40 ea	\$0.20 ea	\$0.30 ea	\$0.30 ea	\$0.30 ea	\$0.40 ea		
L4	\$0.60 ea	\$0.80 ea	\$0.50 ea	\$0.60 ea	\$0.60 ea	\$0.60 ea	\$0.80 ea		
ENVELOPE	5 x 5	7 x 7	3.5 x 5	4 x 5	5 x 7	4 x 9	6 x 9		
actual size	6 x 6	7.5 x 7.5625	3.625 x 5.125	4.375 x 5.75	5.5 x 7.5	4.125 x 9.5	6.5625 x 9.5625		
E1	\$0.42 ea	\$0.70 ea	\$0.30 ea	\$0.32 ea	\$0.42 ea	\$0.40 ea	\$0.70 ea		
E2	\$0.50 ea	\$0.90 ea	\$0.36 ea	\$0.40 ea	\$0.50 ea	\$0.50 ea	\$0.90 ea		
E3	\$0.60 ea	\$1.00 ea	\$0.40 ea	\$0.50 ea	\$0.60 ea	\$0.60 ea	\$1.00 ea		
Crystal Clear (some sizes are unique)	\$0.15 ea 5.875 x 5.9375	\$0.18 ea 7.25 x 7.4375	\$0.14 ea 3.8125 x 5.1875 PP 4.25 x 5.375	\$0.15 ea 4.625 x 5.75	\$0.18 ea 5.4375 x 7.25	\$0.18 ea 4.125 x 9.5	6.4375 x 9 - \$0.18 ea 8.9375 x 11.25 - \$0.26 ea		
FAVOR CONTAINERS	bon-bon	tarte	take-out	pyramid	wedge	clutch	pillow		
dimensions	2.0w 2.0d 2.0h	3.0w 3.0d 1.333h	2.578w 2.578d 2.75h	2.578w 2.578d 4.75h	2.578w 4.813d 2.578h	3.375w 1.5d 4.813h	4.5w 1.125d 3.25h		
C1	\$1.20 ea	\$1.20 ea	\$1.20 ea	\$0.80 ea	\$1.20 ea	\$1.20 ea	\$0.80 ea		
C2	\$1.40 ea	\$1.40 ea	\$1.50 ea	\$1.00 ea	\$1.50 ea	\$1.40 ea	\$1.00 ea		
C3	\$1.60 ea	\$1.70 ea	\$1.60 ea	\$1.20 ea	\$1.60 ea	\$1.60 ea	\$1.20 ea		
C4	\$2.00 ea	\$2.00 ea	\$2.50 ea	\$1.50 ea	\$2.40 ea	\$2.00 ea	\$1.50 ea		

Here are some examples of formats and how the name of the piece does not refer to the exact dimensions

SIGNATURE						SIGNATURE SIDE	
5 x 5 SIGNATURE	4 x 5 SIGNATURE LANDSCAPE	4 x 5 SIGNATURE PORTRAIT	5 x 7 SIGNATURE LANDSCAPE	5 x 7 SIGNATURE PORTRAIT	4 x 9 SIGNATURE LANDSCAPE	5 x 5 SIGNATURE SIDE	5 x 7 SIGNATURE SIDE LANDSCAPE
							
5.625 x 5.625 max. 5.375 x 5.625 max. 5.75 x 5.75	4 x 5.375 max. 3.875 x 5.375 max. 4.125 x 5.5	4 x 5.375 max. 4 x 5.125 max. 4.125 x 5.5	5.125 x 7.125 max. 4.875 x 7.125 max. 5.25 x 7.25	5.125 x 7.125 max. 5.125 x 6.875 5.25 x 7.25	3.875 x 8.875 max. 3.625 x 8.875 max. 4 x 9	5.625 x 5.625 max. 5.375 x 5.625 max. 5.75 x 5.75	5.125 x 7.125 max. 4.875 x 7.125 max. 5.25 x 7.25