

# fdscards

## ORDER FORM

Please feel free to contact us if you have any questions regarding your order.  
Telephone: 01395 233965

### CUSTOMER DETAILS

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Tel: \_\_\_\_\_  
 Email \_\_\_\_\_

<b>PRODUCT REQUIRED</b>	e.g. folded cards	<b>ORDER QUANTITY</b>		<b>ORDER PRICE</b>	
-------------------------	-------------------	-----------------------	--	--------------------	--

### PAYMENT DETAILS N.B. We do require payment with order and we will process your payment as soon as work commences on your card.

**For payment by cheque:** Please make payable to 'FDS Cards' and enclose with this order form.

**For payment by credit/debit card:** Please provide the following information:

**CARD NO:**

**VALID FROM:**  **EXPIRY DATE:**  **ISSUE NO:**  **SECURITY CODE:**   
(if applicable) (last 3 digits of number printed on signature strip)



### ORDER DETAILS If you require more space, please write all your design instructions/sketches on a separate sheet of paper.

#### FRONT

Just give us a rough sketch or instructions to show where you would like photos, images and text placed. Remember to list any other instructions like colours, additions of bow images etc, final photo colour, photo softening etc. If you are ordering a photo-based design, use the photo check list, right, to help you. If you'd like us to design your card for you, please just let us know! We will send you a proof for your approval prior to printing.

#### PHOTO CHECK LIST

##### FINAL COLOUR OF PHOTO/S:

- Full Colour
- Sepia
- Black & White

##### PHOTO FORMAT?

- Soften edges
- In a panel
- Covering front of card

##### ANY OTHER ADDITIONS/INSTRUCTIONS?

.....

.....

.....

#### CHOSEN TYPEFACE/S & COLOUR REQUIRED

If you are using more than one typeface, please mark clearly which typeface will be used with which text.

#### REVERSE/INNER

Folded cards and postcards: printed black and white only. Remember - you are not just limited to text. You can have photos, handwriting, images etc scanned and added to the inside/reverse of your cards. For invitations, where necessary please mark where you would like lines or spaces for guests names.

#### CHOSEN TYPEFACE/S

If you are using more than one typeface, please mark clearly which typeface will be used with which text.

**TYPE OF PROOF REQUIRED?** (Please tick ONE box) By email to above address please  By post to above address please

<b>I have read and understand the Terms &amp; Conditions of FDS Cards</b>	SIGNED	DATE
---	--------	------

**NOW SEND THIS COMPLETED ORDER FORM TOGETHER WITH YOUR PHOTO(S) ANY OTHER ARTWORK & PAYMENT TO:  
 FDS CARDS, UNIT 14, GREENDALE BUSINESS PARK, WOODBURY SALTERTON, EXETER, EX5 1EW**