



# BUSINESS CARD ORDER FORM

Made in the USA

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 www.cardsofwood.com • staff@cardsofwood.com

Ship To Company Name: \_\_\_\_\_ C/O (Name): \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Date \_\_\_\_\_

Phone \_\_\_\_\_ Fax or E-mail (Please provide for proofs) \_\_\_\_\_

Quantity	Specie	Description	Amount	
			Business Cards	
			Set up Fees	
			Premium Woods (\$0.10 per card)	
			2 Sided Printing (\$0.05 per card)	
			Bleed Artwork (\$0.10 per card)	
			Rounded Corners (\$0.05 per card)	
			Coating (\$0.10 per card)	
			Foil Printing (\$0.10 per card)	
			Die Cutting (\$0.20 per card)	

### SPECIES AVAILABLE

- |                         |                       |                    |
|-------------------------|-----------------------|--------------------|
| 1. Ash, White           | 8. Cherry             | 15. Oak            |
| 2. Aspen *              | 9. Douglas Fir *      | 16. Pine, Southern |
| 3. Basswood             | 10. Elm, Red          | 17. Poplar, Yellow |
| 4. Beech                | 11. Hawaiian Koa *    | 18. Sassafras      |
| 5. Birch                | 12. Maple, Birdseye * | 19. Sycamore       |
| 6. Cedar, Eastern Red * | 13. Maple, Curly *    | 20. Walnut         |
| 7. Cedar, Western Red * | 14. Maple, Hard       |                    |

### SHIPPING & HANDLING

Standard Ground Shipping by UPS. Other methods available on request. (FedEx, USPS, ect.)

	<b>Overseas, Canada, Alaska &amp; Hawaii</b>
(# of cards) <b>US</b>	per quote
100-1000.....12.00	
1100-1500...15.00	
1500-2000...18.00	

<b>RUSH</b> (\$25.00) (1 week or less)	
Sub Total	
MICH. Res. Add 6% Sales Tax	
Shipping & Handling (Special prices for Alaska and Hawaii)	
<b>TOTAL DUE:</b>	

- Standard business card size is 2" x 3 1/2".
- Each card is handmade from two pieces of veneer bonded together to make a card seventeen thousandths (.017") in thickness.
- We highly recommend our mixed species selection of a random 6 species per 100 cards at no additional cost.
- All cards have the wood specie name printed on the back unless requested otherwise.
- Turn around time: Items will usually ship within 7-10 days after proof approval. \*Depending on availability of wood specie requested.
- Rush Charge: \$25.00 for 1 week or less, after proof approval. *Not including shipping time. Expedite shipping available, quote made per order.*
- For Printed Cards - Send artwork (PDF, JPEG, TIFF, EPS, PhotoShop, Illustrator or InDesign) via e-mail or type/print description for us to set up.
- On artwork we set up for you, we will fax or e-mail a proof of the layout for your approval.
- "Coating" is a low gloss film overlay applied to both sides of the card. Coating may not work with some specific wood species.
- **Please note: Ring-porous woods such as Ash and Oaks do not print as well due to open grain. Printed inks are not 100% opaque, so the coloring of the wood grain will show through the printed inks. Printing on a dark wood, like Walnut and Koa, the printing may not appear as legible as compared to a lighter colored wood specie.**



PRICES		
<b>Business Cards</b>		
Minimum order 100		
<b>Printed</b>	<b>1 Color</b>	<b>Full Color</b>
100	\$ 35.00	\$ 55.00
200	70.00	90.00
300	90.00	112.00
400	112.00	134.00
500	130.00	152.00
600	150.00	172.00
700	170.00	192.00
800	190.00	214.00
900	205.00	230.00
1000	230.00	257.00
**Per Person		
<b>Set up fees (per person)</b>		
Re-Orders with NO CHANGES ..... \$5.00		
Re-Orders WITH CHANGES ..... \$40.00		
ARTWORK SENT (directly printable, as-is) ..... \$15		
NEW ORDER (Has to set-up & proofed) ..... \$40		
<b>Foil Printing (available on request)</b>		
Minimum quantity 100 per person		
Add \$.10 per card 1-color		
Add \$.16 per card 2-color		
Set-up Charge: \$60 per color		
* Must furnish camera ready artwork		
<b>Premium Woods*</b> (Add \$0.10 per card) for Aspen, Eastern Red Cedar, Western Red Cedar, Douglas Fir, Hawaiian Koa, Birdseye Maple & Curly Maple		

### METHOD OF PAYMENT

- Payment enclosed \$ \_\_\_\_\_
- Master Card  VISA
- American Express  Discover

Credit Card #

Security Code

Month/Year of Exp.  /

Signature: \_\_\_\_\_

**PAYMENT POLICY**

Payment required at time of order. We accept check, money order and credit card (Visa, Master Card, American Express and Discover).

**RETURNS POLICY**

If there are any problems with your order, the items must be returned to Cards of Wood for our review before we are able to refund or re-duce the order. Orders will not be accepted for return after a period of 30 days from time of shipment. We will give special attention to any returned orders to be sure the problem is rectified in a fair and speedy manner.

**DISCLAIMER**

Photos in our brochure and samples that you receive are representative of the species only. Variation in color, figure and other natural characteristics can occur. Wood veneer is a natural product and will always exhibit individual features and character marks.

*Thank you for choosing Cards of Wood.*

*We are very happy to have your business and look forward to working with you.*