



BUSINESS CARD ORDER FORM

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Using Only **FSC Controlled Wood**

Made in the USA

Date _____

SHIP TO ADDRESS:

Company _____
Name _____
Address _____
City _____
State _____ Zip _____
Phone _____
Email _____

BILL TO ADDRESS: Same As Shipping Address

Company _____
Name _____
Address _____
City _____
State _____ Zip _____
Phone _____
Email _____

Quantity	Wood Specie(s)	Description / Order Notes	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)
			Foil Printing (\$0.10 per card)
			Die Cutting (\$0.20 per card)
			Die Charge

BUSINESS CARD PRICING:

Number of Cards	Single Ink Color	Multiple Ink Colors
100	\$ 35.00	\$ 55.00
200	70.00	90.00
250	80.00	101.00
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

****card prices are per person****

SET UP FEES: (per person)

Re-Orders with *no changes* \$5
Artwork Provided (printable, as-is) \$15
New Order or Re-Orders *with changes*
 (Has to set-up & proofed) \$40
 - This fee is per person/item
 - This fee allows for up to 3 rounds of digital proofs, beyond three proofs, each additional round is \$10
 - For adjustments made to color, layout, color and text.
 - *This item is non-refundable*

SHIPPING & HANDLING:

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

(# of cards) **US** **Overseas, Canada, Alaska & Hawaii**
 100-400.....12.00 per quote
 500-1500....15.00
 1500-2000..18.00

SPECIES AVAILABLE:

1. Ash, White
2. Aspen *
3. Birch
4. Cedar, Eastern Red *
5. Cedar, Western Red *
6. Cherry
7. Hawaiian Koa *
8. Maple, Birdseye *
9. Maple, Curly *
10. Maple, Hard
11. Oak
12. Pine, Southern
13. Poplar, Yellow
14. Sassafras *
15. Walnut *

* Premium Wood + \$0.10 per card

RUSH (\$25.00) (2-3 bus. days)**	
Sub Total	
MICH. Res. Add 6% Sales Tax	
Shipping & Handling (Special prices for Alaska and Hawaii)	
TOTAL DUE:	

- Standard business card size is 3 1/2 x 2".
- Each card is handmade from two pieces of veneer bonded together to make a card twenty-five thousandths (.025") 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.

- Send artwork (PDF, JPEG, TIFF, EPS, Photoshop, Illustrator or InDesign) via e-mail, or type/print a description of each card 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.
- Foil Printing and Screen Printing are available upon request. Special pricing does apply. Please inquire about a price quote.

METHOD OF PAYMENT

Payment enclosed \$ _____ Master Card VISA
 American Express Discover

Name on Card _____

Credit Card # _____
 Security Code _____
 Month/Year of Exp. _____

Please see backside for all Terms and Conditions

TURN AROUND TIME

Items will ship within 7-10 business days, after proof approval. Depending on availability of wood specie requested.

RUSH PRODUCTION

\$25.00 for 2-3 business day turnaround, after proof approval. Not including shipping time. Expedited shipping available.

SAMPLES ON WOOD

One (1) digital sample of your artwork shown on (1) wood specie is available upon request. The first digital sample is complimentary, additional digital samples are \$10. A physical printed sample on wood, is available for \$20 (plus set-up fees and shipping).

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-do 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 shown online, in our brochures, and physical samples that you receive are representative of the species only. Variation in color, figure and other natural characteristics including but not limited to thickness, translucency, texture, grain pattern, wood knots, amount of grain and color, including within the same specie, can occur. Wood veneer is a natural product and will always exhibit individual features and character marks.
- Printing on a dark wood, ie Walnut and Koa, may cause the printing not appear as legible as compared to a light colored wood specie.
- Ring-porous woods such as Ash, Oak, Sassafras and Walnut do not print as well due to open grain. Ring-porous woods are slightly thicker. With the varying density of grain in these woods, flexible areas within the veneer will occur naturally.

Thank you for choosing Cards of Wood.

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