

## 1. ENTER YOUR CONTACT DETAILS HERE

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Delivery Address: \_\_\_\_\_  
 \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Requested by (date): \_\_\_\_\_

## 2. ENTER CARD NUMBERS AND QUANTITIES

Card No.	Quantity	Msg Type	INSIDE of card (please circle)
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed
No.			Blank   Printed

## 3. ENTER YOUR COMPANY NAME HERE OR CREATE YOUR OWN MESSAGE

*\*To add your company name to any of our standard messages or to print your own message (Type E), fill in the space below:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## PAYMENT DETAILS

- For your security we no longer request credit card details on this form.
- We will confirm pricing and email you a PDF proof of your order for your approval.
- Once you approve the artwork and pricing, we'll email you an invoice which can be paid by EFT or credit card.

## Ways you can place your order!

- Scan and Email your order form to [sales@austchristmascards.com.au](mailto:sales@austchristmascards.com.au) or call us on (02) 9689 1747
- Don't have a scanner, no problem! Fill out your form, photograph it, then scan either of these QR codes to link you directly to our email or mobile and attach your photo

Snap Me  
Email



Snap Me  
Mobile



**Order in Person or Online**

## 4. FREE STICKERS & ENVELOPES

Envelopes:  White  Red  Green  
 Gold  Silver  None

Card Only / Happy Birthday stickers (as appropriate):  Yes  No

## 5. PROOFING

- Digital Proof (provided with every order)  
 Printed Proof - \*\$10 charge

Printed proof sent to: \_\_\_\_\_  
 \_\_\_\_\_

## 6. CHARITY DONATION

**\* 50 cents each added to the price of your chosen card/s.**  
 All card discounts still apply normally. Applies to ALL card types, not just Christmas cards. We will then pass the full 50 cents per card to your chosen charity.

Increase Charity donation? How much per card? \$ \_\_\_\_\_

## 7. MAILOUT

Mailout  Merge names to cards  Addressed envelopes

Additional Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## FURTHER DETAILS

- All prices are inclusive of 10% GST
- **LOGOS** - We can add your logo, photo or other images to the cards if these are provided electronically in an acceptable format (TIF, EPS or PDF, minimum 300dpi resolution). If we need to create artwork the charge is \$60 per hour if we print for you.
- **SIGNATURES** - We can add signatures to the cards. You can send these through electronically or via mail. When mailing signatures, use a medium to thick black pen and do not fold through the signatures. There is no additional charge for this.
- Australian Christmas Cards is a division of MBE Parramatta ABN 37 118 647 117 Ground Level, 100 George Street Parramatta NSW 2150