

Customer Care

If you have any questions or concerns while choosing your invitations and accessories, feel free to contact us.

Customer Care Hours:
Mon. - Fri. from 7:00 a.m. to 9:00 p.m.
Saturdays 8:00 a.m. to 12 p.m. MST

Phone: 1-800-635-3898
E-mail: cs@rexcraft.com

Ordering

Choose from these options and our highly trained staff will make sure your order is processed perfectly.

- MAIL: 1 Stationery Place
Rexburg, ID 83441-0100**
- FAX: 1-800-826-2712**
- PHONE: 1-800-635-3898**
*If you phone in your order, please do not fax it as it will be duplicated.
- ONLINE: www.rexcraft.com**

Special Options

Lettering Styles

When ordering, remember to include your choice of lettering style for **EACH PRINTED ITEM** where lettering choice is available. **Verses stamped in foil on the front of invitations cannot be altered.**

Choosing Your Wording

You may print your invitations with any numbered or custom wording shown throughout the catalog or provide your own wording. *(If your wording exceeds 14 lines there will be an extra charge of \$1.00 per line.)* If you choose a numbered wording, list the number in the space provided on the order form and **print or type the entire wording** with the correct names, time, etc. If you are using your own wording, leave the wording number space blank and type or print your wording on the order form.

Choosing a Verse (if applicable)

Many invitations in this catalog are available with your names and/or choice of verse on the front and/or on an inside panel at no additional charge. You may choose any numbered or custom verse shown throughout the catalog. Or, at no extra cost, you may provide your own verse. If you choose a numbered verse, list the number in the space provided on the order form and **print or type the entire verse**. If you are providing your own verse, leave the wording number space blank and type or clearly print out the verse in the space provided on the order form. Limit verses to five lines. All wording will be printed in the same ink color. Specify the names you would like printed. If names are not indicated, we will print the first names from your invitation wording. If a verse is not indicated, we will print the verse shown.

To view more wording and verse options that are not featured throughout this catalog, visit www.rexcraft.com

Pricing for all invitations includes:

- black raised lettering with up to 14 lines of type
- matching inner and outer envelopes
- tissues to protect the lettering

Pricing for all enclosures includes:

- black raised lettering with up to six lines of type

Pricing for response cards includes:

- black raised lettering with up to six lines of type
- single envelopes flat-printed with a return address

Pricing for informal cards includes:

- black raised lettering with up to one line of type
- single blank envelopes

All invitation and paper items are printed in raised lettering unless otherwise noted.

Colored Ink

Colored inks are available for an additional charge of \$6.50 per item. There is NO charge for colored inks on scrolls. See page 125 for a sample of each color.

Corner Copy

Up to three lines of ceremony or reception details may be printed in the left corner of your invitation for a \$6.00 charge. Add \$1.00 for each additional line.

Additional Lines of Copy

Add a charge of \$1.00 for each additional line beyond the standard line limit

Non-English Languages

You may print your invitations, enclosure cards and response cards in any non-English language that uses the English alphabet at no extra charge. Copy must be typed or clearly printed in upper and lower case. If a custom format is wanted (listing of names or staggered type) there is an extra \$20.00 charge. If you are ordering part of your invitations in English and part in another language, this constitutes two invitation orders and two different computations of pricing. We cannot accept phone orders for items with non-English wording.

Lined Inner Envelopes

For just \$5.00 per 25 envelopes, you may enhance your inner envelopes with a beautifully colored liner, which will replace the unlined inner envelopes. See each invitation description for available lined inner envelope colors.

Printed Outer Envelopes

Ensure the return of undeliverable invitations and thank you notes with your return address flat-printed on outer envelopes.

Qty	25	50	75	100	add'l 25s
	20.00	21.00	22.00	23.00	5.00

FASTICK® Envelopes

Make sealing your invitations easy with Fastick® envelopes! Simply peel the removable strip to reveal an adhesive edge for quick, secure sealing. Envelopes may be printed with your return address in your choice of lettering style from page C of the order form. The prices shown are for printing in black ink; for a colorful ink, add \$6.50. See each invitation price grid for availability of Fastick® envelopes.

Qty	25	50	75	100	add'l 25s
Printed	30.00	36.00	42.00	48.00	11.00
Blank	10.00	15.00	20.00	25.00	6.00

Proof of Your Invitation

A black and white proof of your invitation is available for a charge of \$15.00.

When Ordering Photo Items

Submission of an order requesting duplication of a photograph constitutes the customer's representation that the customer has all rights to reproduce the photograph and the customer will indemnify, defend and hold harmless Rexcraft from any liability for copyright infringement or any other liability arising from reproduction of the photograph. See page 41 for photo instructions.

Map/Direction, Itinerary or Accommodation Cards












Because of the detail needed, we cannot accept phone orders for map/direction, itinerary or accommodation cards. See pages 128-130 for details.

Program Ordering Instructions

When ordering, neatly print on a sheet of paper, or call Rexcraft and we will mail or fax a special program order form to you. **Call 1-800-635-3898.**

Optional Wording Formats and Motifs

If you will be adding embellishments to an item we are printing, you may need to select one of the special formats below. These formats will tell us if you would like us to leave room for a bow, decorative hole punch or other embellishment. The formats were designed for invitations and announcements. If you have created a look that does not follow one of these formats, we are still sure we can accommodate your idea. Just call us! There is no additional charge for using any of the formats below. An elaborate format of your own may require a slight set-up fee. **Important note:** Formats A, D, E, F and G increase the length of your wording by adding spaces or motifs. It is very important that you consider the total length of your wording in relation to the size of your invitation.

Format A	Format B	Format C	Format E	Format F*	
We will leave two blank lines before your wording to accommodate an embellishment (if desired) at the top of your centered wording.	Your wording will be aligned on the left side to accommodate an embellishment (if desired) in the upper right corner or along the right side of your invitation.	Your wording will be aligned on the right side to accommodate an embellishment (if desired) in the upper left corner or along the left side of your invitation.	Name and Name Your names will be on one line followed by two blank lines to accommodate an embellishment (if desired) with your wording centered beneath.	 You may choose a motif or design from those shown to be centered above your wording.	
Format G*	Format H	Motifs			
You may choose a motif or design from those shown to be centered beneath your wording.	Your wording will be aligned on the left side with your names centered and the rest of your wording will be aligned on the right side .	 2752M	 2753M	 2754M	 2785M
		 2756M	 3138C	 2786M	 2788M

* Remember to indicate motif or design (from page B) wanted. **A**