

This could be your logo if you like. →



WORK ORDER FOR *Katy Stafford* (or your PO here)

**SHIPPING INFORMATION**

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FINAL PROOF DATE: Final signed proof must be received by June 12 to avoid delay.

PRESS DATE: Monday-Wednesday, June 16-18, 2008

SHIP DATE: Thursday, June 19, 2008

SHIPPING ADDRESS: **Your shipping address here**

SHIPPING METHOD: UPS Ground unless other method is desired:  
\_\_\_\_UPS 3-day    \_\_\_\_UPS 2-day    \_\_\_\_UPS overnight  
other \_\_\_\_\_

**PROJECT DESCRIPTION**

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DESIGN: Katy invitation package

COLOR: Brown ink  
Hand colored orange dragonfly details  
Beige handmade paper invite  
Ivory envelope and RSVP postcard  
Brown wrap

QUANTITY: 100 Invitations and brown wrap  
120 Envelopes  
100 RSVP Postcards

PRICE: \$2,043.00  
-500.00 deposit  
+25.00 shipping

BALANCE DUE: \$1,518.00 plus tax

**RETURN INFORMATION**

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Email changes to [changes@demilodesign.com](mailto:changes@demilodesign.com), fax **your fax number here** or phone **your phone number here**.

The second revised proof is free. Additional proofs are \$30 each. Final approval must be received by fax or mail at least two business days prior to press date to avoid delay.

Final approved proof (including Work Order page) and payment information (credit card or check) can be faxed to **your fax number here** or mailed to **your address here**.

# Sustain & Heal

LETTERPRESSING FOR PLANET AND PEOPLE

## PROOFING CHECKLIST

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- WORK ORDER** Make sure the press/ship dates, shipping information design choice, and quantities are correct. Be sure to return this page with your finalized proof.
  
- TEXT** The proof is a copy of the wording submitted with spellcheck applied. This is the last chance to proofread without incurring extra charges. Sometimes small changes are made if it seems to improve layout. If they exist, these changes are noted in the proof for your approval.
  
- COLOR(S)** Ink colors are specified in the work order. Throughout the proof, single color jobs have all text and design elements represented in black. Jobs with more than one color sometimes have the main text in black and other text/design elements in a computer simulated color close to your selected color(s). If needed, a full color ink jet print can be mailed for an additional fee.  
**THE PROOF IS ONLY A COLOR SIMULATION, REFER TO LETTERPRESSED SAMPLES AS A GUIDE FOR THE FINISHED PRODUCT.**
  
- FONT(S)** Make sure the correct font(s) has been used. Some fonts have special characters (fancy swashes, ligatures, etc...) that must be manually inserted. If you don't see a desired special character(s) it can be added to the second proof.
  
- PIECES & PARTS** There should be a sketch and signature for each personalized printed piece ordered. Please make sure all are accounted for. Standard pieces that are not customized (like a wrap or envelope liner) will not have a sketch, but should be included in the quantities section of the work order.

Julia & Robert Stafford and Sarah & James Prescott

request the honor of your presence at the marriage of their children

*Katy Elizabeth to Lawrence James*

Saturday, the twenty-first of June  
two thousand eight

at four o'clock in the afternoon

Alice Keck Park Memorial Gardens

Santa Barbara, California

*Reception to follow*



Before signing, please be certain: All changes have been made to your satisfaction.  
You have viewed actual color swatches and paper samples.

NAME \_\_\_\_\_ DATE \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

See instructions for return on work order page. SIGNEE IS RESPONSIBLE FOR CHARGES INCURRED BY ANY CHANGES AFTER SIGN-OFF.

Katy Elizabeth Stafford and Larry James Prescott, California 93101

Guerra Street  
Santa Barbara, CA  
93101 East



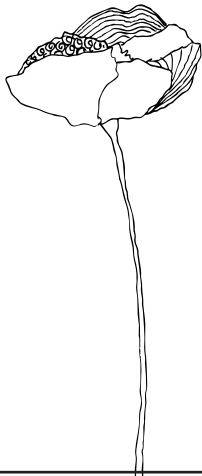
Before signing, please be certain: All changes have been made to your satisfaction.  
You have viewed actual color swatches and paper samples.

NAME \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

See instructions for return on work order page. SIGNEE IS RESPONSIBLE FOR CHARGES INCURRED BY ANY CHANGES AFTER SIGN-OFF.

Please respond on or before *May 1, 2008*

*M* \_\_\_\_\_



accept with pleasure

decline with regret

*Katy Stafford*

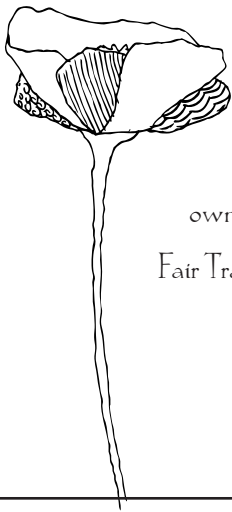
293 East Figueroa Street  
Santa Barbara, California  
93101

Before signing, please be certain: All changes have been made to your satisfaction.  
You have viewed actual color swatches and paper samples.

NAME \_\_\_\_\_ DATE \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

See instructions for return on work order page. SIGNEE IS RESPONSIBLE FOR CHARGES INCURRED BY ANY CHANGES AFTER SIGN-OFF.

*Katy & Larry's* invitation, envelope and **RSVP** were letterpressed on 100% recycled post consumer waste paper. The brown wrap paper was handmade



by youth in Rwanda who have been orphaned as a result of genocide, AIDS or other sickness. Youth work after school, are paid a fair wage for their work, and learn skills that will one day help them start their own businesses and break the cycle of poverty. More information about this Fair Trade program in Rwanda can be found online at [www.sustainandheal.com](http://www.sustainandheal.com)

This is an optional “story” element that is included free of charge. It tells the history/story behind the making of your invitation. If you prefer to leave out this element, please sign below and return with your proof.

DO NOT INCLUDE: \_\_\_\_\_