

# ARTWORK ORDER FORM

## CHILD'S DETAILS

Child's Name (as you would like it to appear on the back of the cards) PLEASE WRITE CLEARLY	
Class Name/Year	
School	

## YOUR ORDER

Product	Number of packs	Cost per pack	Total
12 Greetings Cards (with envelopes)		£6.00	£
24 Greetings Cards (with envelopes)		£9.00	£
36 Greetings Cards (with envelopes)		£12.00	£
16 Postcards (no envelopes)		£4.00	£
Magnet (Clear plastic 7 x 4 cm with artwork inside)		£3.00	£
Keyring (Clear plastic 5 x 3.5 cm with artwork inside)		£3.00	£
(Minimum order value £4.00)		ORDER TOTAL	£

This form must be returned to your school by: .....


Please include payment when you return this artwork order form.

Please make cheques payable to: .....

Final items will be handed out at school in early December.

### ARTWORK ADVICE

- Please note which edge is the top on the back of your child's design.
- Do not staple, but please paperclip artwork to this order form.
- **Please double check the spelling of the child's name on this form, as this is how it will be printed on the items.**
- Bright, bold and simple designs work best using paint, coloured pens and pencils.
- Leave a 1 cm gap all the way round the edge of the paper (as this is often cropped off during production.)
- Designs need to be flat for us to scan.
- Don't use glitter, plain grey pencil, or metallic ink as these don't reproduce very well.

Your school is pleased to be working with Burwell Print Centre, a social enterprise training & supporting adults with additional needs, providing quality design & print.  
[www.burwellprint.co.uk](http://www.burwellprint.co.uk) | [info@burwellprint.co.uk](mailto:info@burwellprint.co.uk) | 01638 613102 |  BurwellPrint

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