

How to place your order for Envelope Addressing:

- Pick your font from our online samples. If you do not see your font you can e-mail us a sample of your invitation and I will let you know if we have the same font.
- Email us your guest list in a word file or excel sheet.
- Mail or drop off your envelopes.

Shipping & Handling: If you are mailing me your envelopes, please indicate how you would like them returned i.e. regular ground shipping, overnight or 2nd day delivery. We will let you know the shipping charges.

Confirmation of Order: Once I receive your email of your guest names & addresses I will send out a confirmation email to you. Once I receive your envelopes with the deposit of 50% I will start your order. Upon completion of order final payment is due prior to mailing the envelopes back to you.

Payment Method: Accepted Forms of payment are cash, check or money orders.

For more information call us at 732-567-8139.