

Reaves Engraving, Inc.

Affordable Elegance Since 1933

311 South King Street * Laurinburg * North Carolina 28352
 Telephone 877-610-4499 * info@reavesengraving.com * www.reavesengraving.com

Office Use Only

Order Number _____

Received _____ Processed _____

Ship To: Name _____
 Street _____
 City _____ State _____ Zip _____
 Email _____

We **do not** process faxed orders until we receive a telephone call confirming the order.
 Toll-free facsimile 877-610-4344, then call 877-610-4499

If we need to contact you:
 Days (.....).....
 (.....).....
 Bill to Name and Address
 (if different from "Ship To:" information)

Quantity	Please Circle	Paper	Item Description	Price
	Engraved Thermographed			
	Engraved Thermographed			
	Engraved Embossed Thermographed			
	Engraved Embossed Thermographed			
Subtotal				
Add sales tax for orders shipped to a North Carolina address				
Shipping and Handling Charges				
TOTAL				

Shipping and Handling Charges

Add \$2.00 for delivery to a residential address
 Add \$2.50 for orders over \$50.00 shipping to addresses west of the Mississippi

If your order TOTAL is: Please add:
 Under \$40.00 \$7.50
 \$40.00 - \$49.99 \$8.00
 \$50.00 - \$99.99 \$8.50
 \$100.00 - \$199.99 \$10.00
 \$200.00 - \$299.99 \$13.50
 \$300.00 - \$399.99 \$15.00
 \$400.00 - \$999.99 \$16.50
 Over \$1000.00* Free Ground Shipping
 *Excluding Sales Tax and Stamping Service

Birth Announcements

Paper Number _____ Typestyle _____
 Quantity _____ Ink Color: Standard or _____
 Embellishment: None Embossment _____ Other _____
 Please print or type the text for your announcements. Attach an additional sheet if preferred.

1.
2.
3.
4.
5.
6.
7.
8.

Expedited shipping options are available for an additional cost based on the weight and destination of your order; call for details.

Return Address on Envelope Flap

Embossed * Engraved * Thermographed
 Ink Color: Standard or _____
 Typestyle _____

1.
(Name Optional)
2.
(Name Optional)

Notes

Paper Number _____ Quantity _____
 Typestyle _____ or Monogram CL- _____
 Ink Color: Standard or _____
 Embossed Engraved Thermographed

1.
2.

Underline surname initial, if appropriate

Correspondence Cards

Paper Number _____ Quantity _____
 Typestyle _____ or Monogram CL- _____
 Ink Color: Standard or _____
 Embossed Engraved Thermographed

1.
2.

Methods of Payment:

Check MasterCard Visa
 Expiration Date ____ / ____ V-Code (CVV2) ____
 Account Number _____

(signature)

It is Reaves' policy to charge your credit card for the TOTAL on the day your order is assigned an order number.