

Card Title <i>(Cards are sold in multiples of 25, for example 25, 50, 75, etc...)</i>	Quantity	Price/Card	Total

<b>Prices</b>		Subtract 10% for both <b>Blank Cards*</b> and envelopes	
<b>Quantity</b>	<b>Standard Card*</b>	Subtract Discount: 15% if order is placed by 9/30 or 10% if placed by 10/31	
25	\$2.48		<b>Subtotal</b>
50-100	\$1.94		
125-225	\$1.64	Add \$50 per design for <b>Custom Artwork*</b> per card and per envelope	
250-375	\$1.44		<b>Subtotal</b>
400-775	\$1.34		
800-975	\$1.24	<b>2 Day Rush Service*</b> - Add 50%	
1,000+	\$1.14		<b>Subtotal</b>
		Add 7.4% Sales Tax (MO Shipments Only)	
		Add Shipping- \$9 for the first 25 cards and \$.75 for each additional 25 cards. (call for orders of 450+)	
<i>*See "Ordering Information" on opposite page for option details</i>			<b>TOTAL</b>

Shipping	Paper	Font
All orders are shipped FedEx ground. Please contact us for other methods.	<input type="checkbox"/> Glossy <input type="checkbox"/> Matte <input type="checkbox"/> Natural	<input type="checkbox"/> Arial <input type="checkbox"/> Times New Roman <input type="checkbox"/> Georgia <input type="checkbox"/> Comic Sans MS <input type="checkbox"/> Goudy <input type="checkbox"/> Tehoma <input type="checkbox"/> Veranda <input type="checkbox"/> Technical <input type="checkbox"/> Red Ink <input type="checkbox"/> Black Ink <input type="checkbox"/> Normal <input type="checkbox"/> Italic <input type="checkbox"/> Bold <input type="checkbox"/> Bold Italic

Inside Card Imprinting: Greeting	Envelope
<input type="checkbox"/> No Greeting <input type="checkbox"/> Happy Holidays! <input type="checkbox"/> Seasons Greetings! <b>Write your greeting here:</b>	<input type="checkbox"/> Blank Envelope <input type="checkbox"/> Return address on front, upper left <input type="checkbox"/> Return address on back, centered <input type="checkbox"/> White <input type="checkbox"/> Red <input type="checkbox"/> Natural <input type="checkbox"/> Foil Lined- Red <b>Write return address below:</b>
Inside Card Imprinting: Personalized Message	
<input type="checkbox"/> No Personalized message <b>Write your personalized message here:</b>	

Inside Card Imprinting: Logo (Centered at the Bottom)
<input type="checkbox"/> No Logo <input type="checkbox"/> I am sending camera ready art by mail or a JPEG, TIFF, EPS or a PDF file (300 DPI min) on disk by mail or as an email attachment to the addresses above.

Ordering and Shipping Information			
Name:	Title:		
Company:	Street Address:		
City:	State:	Zip:	
Phone:	Fax (required):	Email:	

Payment
<input type="checkbox"/> Check or Money Order Enclosed (or being sent if fax order) Card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover Name on Card _____ Card Billing Address _____ Zip _____ Card Number _____ Expiration Date _____ Signature _____

**You will receive a proof by fax or email unless you ordered Blank Cards and Blank Envelopes. We must receive your approval of this proof before we can process your order.**

# PRICES & ORDERING INFORMATION

Quantity	Standard Card	Blank Card	3 Day Rush Service	Shipping / Handling
25	\$2.48	\$2.25	Add 50% to previous	\$9 for 25 cards.
50-100	\$1.94	\$1.76	card prices.	Add \$.75 for each
125-225	\$1.64	\$1.49		25 additional cards.
250-375	\$1.44	\$1.31		Ships FedEx Ground.
400-775	\$1.34	\$1.22		
800-975	\$1.24	\$1.13		
1,000+	\$1.14	\$1.04		

**ZITI CARDS**

601 South 6th St.  
St. Charles, MO 63301  
**Toll Free:** 800-497-5908  
**Fax:** 636-352-2146  
**Email:** mail@ZitiCards.com  
**Web:** www.ZitiCards.com

Cards are sold in multiples of 25, for example 25, 50, 75, etc... All cards come with matching envelopes.

**DISCOUNTS-** Orders received before 9/30 will be discounted 15%, orders received before 10/31 will be discounted 10%.

**STANDARD CARD-** Comes with any or all of the following:

- Greeting
- Personalized Message
- Logo
- Return Address Printed on Envelopes

Prices above are per card design with the same imprinting

**BLANK CARD-** No printing on inside of card or envelopes.

**2 DAY RUSH SERVICE-** Add 50% to previous card prices. Orders shipped in 2 business days. Proofs must be approved day of order.

**CUSTOM ARTWORK-** Comes with **Standard Card** options + we will print any design on your cards and envelopes including custom fonts, signatures, colors and other formatting not available on the order form or website. See SUBMITTING LOGOS and CUSTOM ARTWORK below.

## SHIPPING & PROCESSING

We ship FedEx Ground. Please contact us for prices for other delivery methods. Please allow up to 3 weeks to process your order. See website for current shipping schedule.

## ABOUT US

We care about the cards you send! Your image is important and we'll do everything possible to make sure your cards are exactly the way you want them. We concern ourselves with the details so that you don't have to.

## CARDS and ENVELOPES

It's easy to personalize your cards with any greeting and message you want. We can print your firm's logo and you can choose ink colors, fonts and formatting options. Please note that ordering online offers the most options. You can design your card online and send a check or money order by mail. All cards measure 5x7" and most are available on your choice of 12 pt. white glossy, matte or natural cardstock. Matching envelopes included and we always add a few extra per order.

## SUBMITTING LOGOS and CUSTOM ARTWORK

**Logos & Custom Artwork-** Art for cards must fit within a 5x7" area with 1/2" margins. Place the return address as you would like for it to be positioned on a 7 1/4" x 5 1/4" envelope. We can match most CMYK and PMS colors. You can send camera ready art or any graphic file (PDF files preferred). Convert text to curves and make sure images are at least 300 DPI.

**Delivery Methods-** You can send camera ready art or computer disks to our street address or send computer files as email attachments.

## ORDER METHODS

**Mail or Fax-** Please send the order form and send a check, money order or credit card information.

## PAYMENT

**Credit Card-** You can charge your order with Visa, Master Card, Discover or American Express.

**Check / Money Order-** Please include with your order and remember to allow extra time until your payment is received.

## RETURN POLICY

**Blank Cards-** May be returned for any reason within 30 days after the order is placed.

**Our Mistakes-** We will reprint your order and re-ship it immediately at no expense if there are any errors that are our fault.

**Your Mistakes-** We can not issue any refunds on **Standard Cards** or cards with Custom Artwork due to customer errors. We proof read and attempt to catch spelling errors, grammar, etc... but we can not guarantee that we can find them all. We strongly recommend that you carefully proof your text before approving your order. Please see "Proofs" below...

## PROOFS

We will not process your order until after you approve the design for personalized cards. We will send a PDF proof by email or fax.