

Make My Day Event Planning Calligraphy Services

*Hand addressed invitations are
the Ultimate Personal Touch!*

Ask us about getting our in-house calligrapher to write-out your:

Place Cards

Invitations

Menu Cards

Seating Chart

Food Signs/Labels

Wedding or Other Certificates

Table Number/Names

Thank You Notes

Specialty Tags/Labels

Wedding Vows

Monograms

& More!

Invitation Addressing Pricing

\$1.00 per Outside Envelope

\$.75 cents per Inside Envelope

\$.50 cents per Place Card

(Add \$.25 per card, per additional line)

\$.50 cents per Return Address

*Pricing for other custom calligraphy items and special requests is available upon request.

Fonts

Casual

Formal

Specialty Regal

Calligraphy Ordering Details

All orders should be guaranteed to be completed within 3 weeks of when all materials and information is received from client.

Note: If a rush project is ordered (needed before 3 weeks) at least a

\$50.00 charge will be applied.

An Additional fee will be applied for colors other than black or navy blue and if shipping of the product is necessary.

All orders are final.

A 50% non-refundable deposit is due at the time the order is placed.

There is a minimum order of \$40.00.

10% more material must be provided for misspellings, added items at the last minute or human mistakes.

Items only offered in English.

Hint: Make sure to provide proper salutations and spelling for all items etc.

Stuffing and Stamping Services for Envelopes

If you provide the stamps... \$.50 cents each

If we provide the stamps... \$.50 each (+ cost of stamps)

With Response Cards...\$.75 each (+ cost of stamps)

Examples of our Calligraphy

at our Events!







Does addressing the envelopes by hand really make a big difference?

Yes. Your guests will appreciate the time and attention you took to make them feel special as you invite them to your wedding. Although technology today is amazing, it makes hand-addressed envelopes increasingly unique and that much more valued. Following proper wedding etiquette demands a hand-written envelope, and a talented calligrapher can make that less time consuming for you as well as breathtakingly beautiful for your guests!

Submitting your information for Invitations:

We prefer Word files in a labels-style format for your address list in at least a 12 point font. When putting an address list together, please write everything out exactly the way you want it to go on the envelopes (outer and inner).

For example:
Miss Holly Richardson
2626 Imperator Drive
Apartment C8
Los Angeles, California 90025
Holly, Isabelle, and Logan (inner)

We also accept Microsoft Excel document files, but prefer it these are written in at least 12 point font with the columns in the following order: Name for outer envelope, Address, City, State, Zipcode, Name for Inner Envelope

If we see something that goes against etiquette formalities in your list, we will not correct it because we will assume you did things in a way that suites you for reasons of which we are not aware.

You do not have to write out Street, Drive, Avenue, State Names, or Post Office, etc., but PLEASE WRITE OUT EVERYTHING ELSE YOU WANT EXACTLY THE WAY YOU WANT IT. For instance, please write Apt., Unit or Suite instead of just putting the number sign #, so we know which to write on the envelope. Please also type out unusual titles (such as military titles) exactly the way you want them.

We respectfully request that you have carefully proofread your list and all its' contents when you send or give it to us because additional charges will be applied for any corrections or additions you make from that point on. Envelopes and calligraphy items will be written out EXACTLY as they are on your list or paperwork provided. If last-minute items or envelopes are added after our work for you is completed, it is to our discretion as to whether or not the additional items can we completed (based on time).

All checks should be made payable to Make My Day Events.