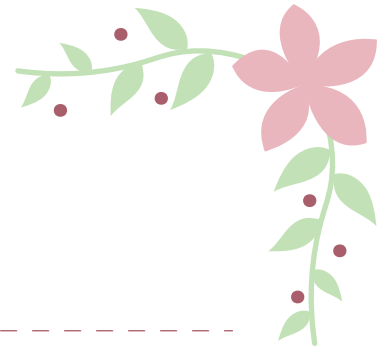


Wedding Self Portrait Order Form



Name: _____

Email: _____

Contact Number: _____

Delivery & Invoice Address:

Tea Towel Options (Please Tick)

Borders

Wedding Border 1	<input type="checkbox"/>
Wedding Border 2	<input type="checkbox"/>
Wedding Border 3	<input type="checkbox"/>
Wedding Border 4	<input type="checkbox"/>
Wedding Border 5	<input type="checkbox"/>
No Border	<input type="checkbox"/>

Print Colour

Red	<input type="checkbox"/>	Aqua Blue	<input type="checkbox"/>
Burgundy	<input type="checkbox"/>	Bottle Green	<input type="checkbox"/>
Pink	<input type="checkbox"/>	Jade	<input type="checkbox"/>
Purple	<input type="checkbox"/>	Royal Blue	<input type="checkbox"/>
Orange	<input type="checkbox"/>	More than 2 col/ Full Colour	<input type="checkbox"/>
Navy	<input type="checkbox"/>		

Material

Natural Cotton	<input type="checkbox"/>
White Cotton	<input type="checkbox"/>
Hanging Loop (+12p)	<input type="checkbox"/>
Washcare Label (+12p)	<input type="checkbox"/>

Tea Towel Order Quantity: _____

Lightweight Cotton Bag Options (Natural Cotton Only)

Print Colour

Red	<input type="checkbox"/>	Aqua Blue	<input type="checkbox"/>
Burgundy	<input type="checkbox"/>	Bottle Green	<input type="checkbox"/>
Pink	<input type="checkbox"/>	Jade	<input type="checkbox"/>
Purple	<input type="checkbox"/>	Royal Blue	<input type="checkbox"/>
Orange	<input type="checkbox"/>	More than 2 col/ Full Colour	<input type="checkbox"/>
Navy	<input type="checkbox"/>		

Cotton Bag Order Quantity: _____



Portrait Wedding Tea Towels & Bags

How To Guide

Step 1. Using the size per portrait guide, measure out the appropriate sized squares onto the sticky back paper provided, and cut them out.

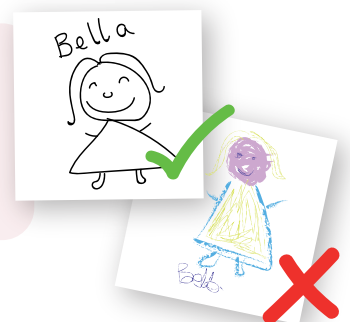
Size per portrait guide - Tea Towels

	With Decorative Border				With Plain Line Border	
Number of Drawings	50	100	150	200	250	300
Picture Size (head only)	5.5cm x 5.5cm	4cm x 4cm	3.5cm x 3.5cm	3cm x 3cm	3cm x 3cm	2.5cm x 2.5cm
Picture Size (head & body)	5cm x 8cm	3cm x 5.5cm	2.5cm x 4.5cm			

Size per portrait guide - Bags (each side)

Number of Drawings	50	60	75	85	95
Picture Size (width x height)	4.5cm x 4.5cm	4.5cm x 4cm	3.5cm x 4cm	3.5cm x 3.5cm	3.5cm x 3.2cm

Step 2. The participants can now draw their masterpieces onto the front of the sticky back paper (the sticky side needs to be on the back of the drawing). **Please only use a black fibre tip pen or bright coloured felt tip pens for drawings.** Please **DO NOT USE** Pencils, Biro's or Crayons. Ensure that all drawings and names are clear.



TIP: You can either ask your guests to draw their portrait beforehand, gather them up and have the tea towels ready to present on your day, or have them draw their portraits on your big day as a fun and creative activity and send the tea towels out to your guests as a later date!

TIP: If you would like to add a logo or message onto your design, leave a space so we can add it in for you.



♥ **Step 3.** Once you're happy with your images, please layout and then stick your images onto the layout sheet(s). If you're not using the sticky back paper, please ensure that the paper has been stuck down evenly and securely with a strong adhesive. **DO NOT USE** blue tac to stick your images down.

Tea Towels - If you would like to use one of our decorative borders, please place your images up to the dotted line on the tea towel layout sheet (65 x 35cm). If you do not require a border or would like a plain line border, please stick your images up to the solid blue line on the layout sheet (72cm x 42cm).

Bags - Please place your designs up to the solid blue line on the bag layout sheet (30 x 32cm).

Placing an Order

♥ **Step 4.** Once you are happy with your layout(s), please send your completed order form and layouts to Stuart Morris Textiles, Hilltop Print Studio, Crockatt Road, Hadleigh, Suffolk, IP7 6RD. Please send this as recorded delivery. Alternatively, if you have digitally completed your design send the design and order form to: sales@stuartmorris.co.uk

♥ **Step 5.** Once we receive your order we will send you an order confirmation. A design proof will be sent to you within one week of us receiving the design. **YOU MUST** send us an approvals email before we can proceed to print. Please allow 3-4 weeks from your approval of the design, to delivery of order. Invoice by email will follow shortly after dispatch.

We have a team of designers, all experts in dealing with artwork so please feel free to call or email with any questions you may have:
01473 824212 proofs@stuartmorris.co.uk



Please find included in your pack an instructional poster for you to use at your wedding.



A Momento of our Special Day!

Dear Guest,

We would love for you to help us remember this perfect day by creating a signed self-portrait. On the small sheets of paper provided, please get creative with your portrait and be sure to sign your name!

Please use the pens provided and avoid using pencil or biro. Make your drawings clear and ensure your names are legible.

Thank you! We can't wait to see your masterpieces!

