**Handwritten Solutions™**

**Customer Price Request Quote Form**

ABN 86 955 789 692

Website: [www.handwrittensolutions.com.au](http://www.handwrittensolutions.com.au)

Please fill in as much information as possible on the following form. This can be done on the computer, or if you would prefer, printed out and filled in by hand.

Methods to return form and/or information:

BY POST: Sally Lloyd

 Handwritten Solutions

 PO Box 307

 Paringa SA 5340

BY EMAIL: sally@handwrittensolutions.com.au

BY PHONE: 0423 632 804

OTHER INFORMATION:

\*Sections which are typed in RED need to be filled in.

\*Attach to email or post any extra files, wording or other relevant information for a more accurate quote.

\*If you need Handwritten Solutions™ to source stationery and/or other items/products, remember there may be a waiting period as some of these may need to be sourced outside of my local area.

Please don’t hesitate to contact me, Sally, if you have any questions. I am more than happy to help you.

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\*THIS SECTION NEEDS TO BE FILLED IN\*

NAME Click here to enter text.

BUSINESS/ORGANISATION (If applicable) Click here to enter text.

EMAIL Click here to enter text.

PHONE Click here to enter text.

COUNTRY Click here to enter text.

POSTCODE/ZIP CODE Click here to enter text.

PREFERRED METHOD OF CONTACT [ ]  EMAIL

 [ ]  PHONE (Only for Australia sorry)

 [ ]  EITHER

WHERE DID YOU HEAR ABOUT HANDWRITTEN SOLUTIONS? Click here to enter text.

\*\*YOUR PROJECT REQUIREMENTS\*\*

Please make sure to fill in as much detail as possible

**1) LETTERS**

[ ] BUSINESS QTY Click here to enter text.

[ ] MARKETING QTY Click here to enter text.

[ ] THANK YOU QTY Click here to enter text.

[ ] LOVE QTY Click here to enter text.

[ ] FATHER CHRISTMAS/SANTA QTY Click here to enter text.

[ ] CUSTOM LETTER PROJECT QTY Click here to enter text.

 WORDING/EXPLANATION OF PROJECT Click here to enter text.

**2) NOTES**

[ ] BUSINESS QTY Click here to enter text.

[ ] MARKETING QTY Click here to enter text.

[ ] STICKY NOTE QTY Click here to enter text.

[ ] THANK YOU QTY Click here to enter text.

[ ] LOVE QTY Click here to enter text.

[ ] CUSTOM NOTE PROJECT QTY Click here to enter text.

 WORDING/EXPLANATION OF PROJECT Click here to enter text.

**3) CARDS**

[ ] CHRISTMAS [ ] SUPPLYING OWN QTY Click here to enter text.

 [ ] HWS TO SUPPLY QTY Click here to enter text.

PRODUCT CODE NO. Click here to enter text.

[ ] THANK YOU [ ] SUPPLYING OWN QTY Click here to enter text.

 [ ] HWS TO SUPPLY QTY Click here to enter text.

 PRODUCT CODE NO. Click here to enter text.

[ ] CUSTOM CARD PROJECT QTY Click here to enter text.

 WORDING/EXPLANATION OF PROJECT Click here to enter text.

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**4) ENVELOPES**

[ ] BUSINESS QTY Click here to enter text.

[ ] MARKETING QTY Click here to enter text.

[ ] INVITATION/EVENT QTY Click here to enter text.

[ ] LETTER QTY Click here to enter text.

[ ] CARD QTY Click here to enter text.

[ ] CUSTOM ENVELOPE PROJECT QTY Click here to enter text.

[ ] TO GO WITH REQUIREMENTS FROM 1, 2 OR 3 ABOVE QTY Click here to enter text.

 [ ] SUPPLYING OWN ENVELOPES

 [ ] HWS TO SUPPLY

 [ ] RECIPIENT ADDRESS ONLY [ ] RECIPIENT AND SENDER ADDRESS

 NAMES/WORDING/EXPLANATION OF PROJECT Click here to enter text.

**5) OTHER CUSTOM HANDWRITTEN PROJECT (not listed)**

[ ] OTHER

 PROJECT REQUIREMENTS Click here to enter text.

**\*EXTRAS NEEDED\***

[ ] STAMPS [ ] SUPPLY ONLY, NO AFFIXING QTY Click here to enter text.

 [ ] AFFIXED TO ENVELOPE QTY Click here to enter text.

[ ] INSERTION OF BUSINESS CARD OR INVITATION SCATTERS QTY Click here to enter text.

[ ] STUFFING OF ENVELOPES QTY Click here to enter text.

[ ] SEALING OF ENVELOPES QTY Click here to enter text.

[ ] PRINTING OF LOGO OR LETTERHEAD QTY Click here to enter text.

[ ] PRINTING OF TYPED DOCUMENT QTY Click here to enter text.

[ ] OTHER Click here to enter text.

**PEN COLOUR?**

[ ] BLACK

[ ] BLUE

[ ] OTHER [ ] WILL SUPPLY OWN

 [ ] HWS TO SUPPLY Click here to enter text.

**WILL YOU BE SUPPLYING YOUR OWN STATIONERY?**

[ ] YES

[ ] NO

**DEADLINE?**

THE LATEST DATE THAT YOU WOULD LIKE YOUR PROJECT SENT Click here to enter text.

**PREFERRED METHOD FOR RECEIVING COMPLETED HANDWRITTEN PROJECT**

[ ] SEND TO ME

[ ] SEND TO RECIPIENT/S

[ ] PICKUP (LOCAL ONLY)

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**DO YOU HOLD ANY OF THE FOLLOWING AUSTRALIAN CONCESSION CARDS?**

[ ] HEALTH CARE CARD

[ ] PENSIONER CONCESSION CARD

[ ] SENIORS CARD

\*Proof of one of these cards entitles you to a 5% discount for every project while card is valid. This only includes handwriting services, not products or stationery.

**IS THERE ANY OTHER INFORMATION THAT YOU WOULD LIKE ME TO KNOW REGARDING YOUR PROJECT? OR DO YOU HAVE SOME OTHER REQUEST TO GO ALONGSIDE YOUR HANDWRITTEN PROJECT?**

[ ] NO

[ ] YES PLEASE EXPLAIN Click here to enter text.

Thank you very much for taking the time to complete this quote form.

Don’t forget to attach or post any other files, wording or other relevant information.

Please do not hesitate to contact me if you have any other questions in the meantime. I am more than happy to be of assistance to you.

Kind regards

Sally

Handwritten Solutions™