



Wedding Order Form

PLEASE SUBMIT AN ORDER FORM FOR ALL WEDDING DETAILS

Please send to amanda@lilacsuede.com - production cannot begin until form and deposit are received.

An \$85 non-refundable deposit is required to begin the design of your invitation, \$175 for pocket invitations. You must order your invitations 14 weeks prior to your wedding day, or you will be charged a \$100 rush fee.

Today's Date

Name

Address

Phone

E-mail

How did you hear about Lilac Suede:
Please list referrals/groups and/or promo code

Date of Wedding

Amount Needed

Theme of Wedding

Colors of Wedding (please be specific)

Invitation Color

- ☐ White
- ☐ Ivory
- ☐ Other color

We are here to assist you in all areas, whether it be wording, font choice or the overall look.

The Ceremony

Please note: You can list first names, first and middle, or all three and vary the choices between the Bride and the Groom. (They don't have to be the same.)

Brides name as it should appear on the invitation

Grooms name as it should appear on the invitation

Time of Ceremony:

Ceremony location/name as it should appear on the invitation:

State how you'd like the time to appear:

- ☐ Three thirty / Three o'clock in the afternoon
- ☐ Three-thirty p.m. / Three p.m.
- ☐ 3:30 p.m. / 3:00 p.m.
- ☐ Other

Times shown are not actual, just a reference point of choices.

Address of ceremony location/name:

State how you'd like the date to appear:

- ☐ Friday, the twenty-fourth of October two thousand six
- ☐ Friday, October 24, 2006
- ☐ Friday, October twenty-fourth two thousand six
- ☐ Other

State how you'd like parents name(s) to appear:

- ☐ Mr. and Mrs. John Doe
- ☐ Mr. and Mrs. John and Jane Doe
- ☐ John and Jane Doe
- ☐ Other

Please list the verbiage you'd like the invitation to say: see sample wording below - you are able to word it any way you see fit.

- | | |
|--|--|
| 1. Together with their parents
Donna White and Eric Plover
Would like to invite you in celebrating
Their marriage as two become one | 2. Ms. Abigail Clover and Mr. Eric Gaunt
Will be united in marriage on September 10, 2010
And are requesting your presence as they become one |
| 3. Mr. and Mrs. Henry Tank
Request your presence at the marriage
of their daughter
April Marie to Kyle Walter Snow
son of Mr. and Mrs. Kyle Snow | 4. Mr. and Mrs. Tom Clark and Mr. and Mrs. Don Gates
would like you to join them
in celebrating the marriage of their children
Becky Elizabeth Clark to Douglas Michael Gates |
| 5. Please join us on Friday, October 19, 2011
for the marriage of
Tatum Michelle Garboy and
Thomas Michael Behr | 6. Mr. and Mrs. Gregory Tank
Request the honour of your presence
at the marriage of their daughter April Marie Tank
to Kyle Walter Snow |

The Response Card

Date you need your response card sent back to you:

What would you like offered for a reply:

- ☐ Accepts/Declines
- ☐ Graciously Accepts/Regretfully Declines
- ☐ Will Attend/Unable to Attend
- ☐ Accepts with Pleasure/Declines with Regret
- ☐ Wouldn't Miss It/Will celebrate from afar
- ☐ Yes Can't Wait/Unable to Make It
- ☐ Other

Are you offering meal choices:

- ☐ Yes
- ☐ No

Please list your meal choices as you'd like them to appear:

Additional items you'd like listed on the response card:

- ☐ Song(s) you'd like to hear
- ☐ We've reserved "blank" seat(s) in your honor
- ☐ Number attending
- ☐ Dietary restrictions
- ☐ Other

All invitations include a response postcard.

Type of response card: ☐ envelope is additional \$0.12/ea

- ☐ Postcard
- ☐ Reply card with envelope

What would you like offered for a response:

- ☐ Please Respond By:
- ☐ A Response Is Requested:
- ☐ Will You Join Us?
- ☐ Please RSVP
- ☐ The favor of a reply is requested
- ☐ Other

Would you like Lilac Suede to address your response card:

☐ There is an additional total \$10 fee

- ☐ Yes
- ☐ No

Please list the name and address that you would like the response card sent back to:

RSVP Cards

You have the option to do a postcard size response card, which will decrease the amount of postage and also eliminate the need for envelopes; or you can issue a regular sized 5 1/8 x 3 5/8 response card.

*If you are giving your guest the option of a meal, you must include this on the response card.

FYI: meal choices will eliminate some room on your response card for decoration or additional information.

The Reception Card

You are able to either have a reception card stating what time dinner is at and where, or you may list it on the invitation, either following the ceremony information or in the lower left corner of the invitation. Please see our examples below

1. Lower left corner: The guest will automatically know they are invited to the dinner if the response card is enclosed.
Ex: reception 8--12pm
Darboy Club
Appleton, WI
2. Invitation: The information will be directly below the ceremony info.; you may also list hors d'oeuvres cocktail hour in this area.
* Typically used when reception and ceremony are at the same location
3. Separate card: This card will have all information you may want to list, cocktail hour, hors d'oeuvres; may also combine other information here. (most used)

How will you tell your guests about the reception:

- ☐ Lower left corner of invitation
- ☐ Invitation - below ceremony
- ☐ Separate card

Time of dinner:

Venue name as it should appear on the invitation:

Address of venue location:

List all additional information regarding the ceremony or events held after the ceremony. Include cocktail hour, hors d'oeuvres, and dance time if applicable. Please include time line/details info. here.

Needed Items:

- ☐ Pocket Invitation
- ☐ Matted Invitation
- ☐ Lined Envelopes (extra charge)
- ☐ Inner Envelopes (extra charge)
- ☐ Time line Card
- ☐ Direction Card
- ☐ Accommodation/Hotel Card
- ☐ Reception only Invitation
- ☐ Lilac Suede to address envelopes (extra charge)
- ☐ Lilac Suede to assemble invitations (extra charge)
- ☐ Other

Additional wanted items:

- ☐ Save the Date Card
- ☐ Bridal Shower Invitation
- ☐ Rehearsal Dinner Invitation
- ☐ Thank You Cards
- ☐ Programs
- ☐ Place cards
- ☐ Day of Itinerary Cards
- ☐ Gift/Favor Tags
- ☐ Table Numbers
- ☐ Signs
- ☐ Menu Cards
- ☐ Other