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# Beautiful Writing

## CALLIGRAPHY FOR SPECIAL OCCASIONS

*Karen Keller- Eyer / Calligrapher & Lettering Artist*

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*"Where there is a hand, there will be Handwriting...where there is beautiful taste, there will be Calligraphy."*

Envelope pricing is \$2.50 per envelope for three line addresses. An additional charge of \$.25 may be charged if addresses exceed the three line limit. Inner envelopes are an additional \$.50 and place cards are generally priced at \$1.00. Black ink is standard, other ink colors are an additional charge of \$5.00 per order. Completely lined envelopes and pocket envelopes are an extra charge of \$.50 per outside envelope or \$.70 per envelope set.

I request a 10 - 15% additional supply of envelopes and place cards for error and corrections. Additional items such as wedding programs and table numbers are priced according to the amount of text involved. A 50% deposit is required when the work begins and the balance is paid upon completion and receipt of finished work. Checks or cash are acceptable methods of payment.

**NOTE:** Some paper is not ink friendly. Avoid paper with a glossy finish and paper with low cotton content. Test your paper with a fountain pen to avoid disappointment later.

### Preparing Your List:

Guest lists can be mailed or emailed. Lists must be typed in an easily read font of 14 point or larger using upper and lower case letters, flush left. Please double space between each address. No excel spread sheets please. Check the spelling, I will copy from your list to the envelope exactly. Spell out titles and entire addresses exactly as you want them written. (I do not use abbreviations such as Ave., St., or Blvd., please spell them out on your list.) State names should also be spelled out on your list.

For additional etiquette guidelines refer to Cranes Blue Book available online or <http://www.marthastewartweddings.com/228650/addressing-and-mailing-your-wedding-invitations/@center/303373/wedding-invitations-stationery>

My work is based on receiving accurate and complete lists in an easy-to-read format. If an inner envelope is used, the name on the inner envelope may take a different form than the full name used on the outside envelope. If you are using an inner envelope your list should have these names tabbed to the right of the address (see example) exactly the way they are to be written on that inner envelope. Allow 1-3 weeks for completion of large orders and book 3-4 months in advance. A rush charge is added for orders with tight deadlines during peak seasons. If you have any questions, please call 717.413.0439 or email [kareneyer@dejazzd.com](mailto:kareneyer@dejazzd.com)

### Example:

Mr. and Mrs. Richard Eyer  
140 Fairland Road  
Lititz, Pennsylvania 17543

Rick and Karen