

Banquet Print Materials

1. Complete the "Order Form" on-line or below.
2. Complete the "Information Form" on-line or download at www.lifestewardministries.org.
3. Send BOTH forms on-line or FAX to 865-909-0088.
4. We will e-mail an "Order Confirmation" & proofs.

Please Print Clearly - Ink Only

Our organization has received training from LifeSteward Ministries on this event Yes No

PURCHASER IDENTIFICATION

Organization _____
 Address _____
 City/State/Zip _____
 Contact Name/Title _____
 Phone _____ Fax _____
 E-mail _____

PAYMENT INFORMATION Billing Address Same as above

If a different address _____
 Check (preferred) **Visa** **MasterCard**
 Credit Card # _____
 Expiration Date (Month/Year) _____
 Name on Card _____
 Signature _____ Date _____

EVENT INFORMATION

Event Date _____
 Materials **Needed By** (specify exact date) _____

SHIPPING INSTRUCTIONS (NO Post Office Box)

Same as Purchaser **OR** Fill Out Below
 Ship to is: Business Residence
 Recipient _____
 Address _____
 City/State/Zip _____
 Contact Name/Title _____
 Phone _____ Fax _____

LifeSteward Printing, 231-B Sherway Road, Knoxville, TN 37922
 Phone 800-374-8953 • Fax 865-909-0088 • www.lifestewardministries.org

BANQUET PRINT MATERIALS & ORDER SECTION

ITEM	DESIGN	QUANTITY	TOTAL AMOUNTS
Folded Invitation Set			Folded Invitation Set Total = \$
Flat Invitation Set			Flat Invitation Set Total = \$
Custom Envelopes			Custom Envelope Total = \$
Special Order*			Special Order Total = \$
Notes:			Subtotal = \$
			S & H (See Below) = \$
			GRAND TOTAL = \$

*If our Folded or Flat Invitation Sets aren't exactly what you had in mind, then please give us a call at 800-374-8953. We will be happy to work with you to try and find a solution that better suits your needs!

BANQUET SETS

QUANTITY	100	150	200	250	300	350	400	450	500
Folded Invitation Set	\$785	\$845	\$905	\$965	\$1,025	\$1,085	\$1,145	\$1,205	\$1,265
Flat Invitation Set	\$845	\$910	\$975	\$1,040	\$1,105	\$1,170	\$1,235	\$1,300	\$1,365

Envelopes offered with our sets come to you blank. If you require custom printed envelopes, refer to chart below.

CUSTOM PRINTED ENVELOPES

QUANTITY	100	150	200	250	300	350	400	450	500
For Invitation & RSVP Card	\$160	\$160	\$165	\$170	\$175	\$180	\$185	\$190	\$195
For Confirmation Card OR Giving Card	\$85	\$85	\$85	\$90	\$90	\$95	\$95	\$100	\$105

SHIPPING & HANDLING*

Banquet Print Materials	
Up to \$999.99.....\$50	\$1,500.00 - \$1,999.99.....\$70
\$1,000.00 - \$1,499.99.....\$60	\$2,000.00 & Above.....Please Call

Questions? Please feel free to give us a call at 800-374-8953. Remember to fill out your Banquet Information Form located on our website for download.

*shipments to Alaska & Hawaii may have additional charges