INVITES A LA CARTE
by The Essential Packaging Store

#103 - 17665 66A Avenue,
Surrey, BC V3S 2A7
Tel: 604-576-6671
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Invites A La Carte Checklist-

We've compiled this checklist to help you organize your thoughts and materials before you visit the Essential Packaging Store for your consultation. Please feel free to add any questions or comments you may have for our staff regarding your invitations.

1. What is your theme / colour scheme? Consider what your theme or colour scheme will be for the event itself so that you can carry that through to your invitations. Perhaps you may want to bring fabric swatches, magazine pages or other items you're using for theme or colour inspiration.

- ❑ theme
- ❑ main colour
- ❑ accent colour #1
- ❑ accent colour #2

2. What pieces do you need? Consider all the pieces you may need for your event, as this will help us carry your theme throughout your entire event.

- ❑ engagement announcement / party
- ❑ save-the-date
- ❑ invitation
- ❑ reception / direction inserts
- ❑ reply card
- ❑ menu card
- ❑ custom printed labels
- ❑ favours
- ❑ placecards
- ❑ table numbers
- ❑ programs
- ❑ thank-you cards
- ❑ seals
- ❑ printed envelopes
- ❑ custom printed ribbon
- ❑ table decor

3. Have you thought about the style of your invitation? Consider some of the following when determining the style/etiquette of your invitation:

- ❑ informal or formal style
- ❑ which names should be included in the invitation?
- ❑ what kind of wording do you prefer?
- ❑ what font style do you like?

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4. Have you compiled all your relevant information?

- ❑ Calculate the number of invitations (remember: one invitation per couple/household)
- ❑ Venue name(s) and address(es)
- ❑ Event date(s) and time(s)

5. What is your timeline? Ensure you give yourself ample time to have the invitations made, addressed, mailed and replied to before the event date. General rule of thumb is to mail the invitations 8-12 weeks prior to your event, keeping in mind destination weddings may need more time.

6. What is your budget? Consider how much you would like to spend on your invitations.

Notes:

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Invites A La Carte Approximate Order Timeline-

Have your Invites A La Carte consultation
Place your order with us
We will order your products, if not in stock (please allow 2-3 weeks*)
You will receive an email proof (within 5 business days*)
Send us back your signed proof
We will print and cut your invites (allow 1-2 weeks AFTER we receive your signed proof*)
You can pick up your order

(* please note that these times are approximate and may vary according to workload)