



# CHRISTMAS CARDS ORDER FORM

## The Cambridge Portfolio Christmas Card Collection

Cambridge Portfolio Christmas Cards can be ordered using this form in conjunction with our website at [www.cambridge-portfolio.co.uk](http://www.cambridge-portfolio.co.uk) where you can view our 48 card designs and find all relevant information. Our pricing structure is below. The prices are per card and include all printing (including your message, company logo, etc.), self-seal envelopes and delivery to a UK address. All prices exclude VAT, which must be added at 20%:

**50-149 = £1.95   150-299 = £1.75   300-499 = £1.50   500-999 = £1.25   1000+ = £0.95**

### **YOUR DETAILS:**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### **ORDER DETAILS:**

Card Ref.	Quantity	Price per card	Total excl. VAT	VAT at 20%	Total incl. VAT

**YOUR MESSAGE IN THE CARD:** (Please write clearly, or supply on a separate sheet)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **PAYMENT: Orders cannot be processed until payment is received.**

Please make cheques payable to The Cambridge Portfolio Ltd. As soon as we receive your order we will post or email an invoice to you, on which our bank details are given if you wish to pay by BACS. Once a BACS payment is received, your order will be processed. You can also pay using PayPal.

**When completed, please post this order form to the following address:**

Tim Rawle The Cambridge Portfolio Ltd 72 Riverside Place Cambridge CB5 8JF

Email: [timrawle@cambridge-portfolio.co.uk](mailto:timrawle@cambridge-portfolio.co.uk) Telephone: 07802 500 092