




# Order Form Scouting Business Cards

Please refer to [www.scoutshop.biz/cards](http://www.scoutshop.biz/cards) for full information

Please complete your details on the form below so that we know what information to include on your card. There is additional space for you to record any additional information to be shown on your card (for example additional email address, pager etc).

Your Text Please attach details if you prefer	Description	Usual Format Please amend if required
	Forename and Surname	Green 7.5pt Arial
	Role	Purple 7.5pt Arial
	Group / District etc	Green 7.5pt Arial bold
	Address	Purple 7.0pt Arial
	Home Tel	Purple 7.0pt Arial
	Mobile Tel	Purple 7.0pt Arial
	Office Hrs Tel	Purple 7.0pt Arial
	Email address	Purple 7.0pt Arial
	Website	Purple 7.0pt Arial
		Please specify
		Please specify
		Please specify

Logo to be used in addition to  :  None,  Beavers,  Cubs,  Scouts,  Explorers,  Network,  Fellowship,  Adult Training,  Adult Support,  UK Centenary,  Group/District/County badge/logo/scarf \*

\* We will ask you to email the logo to us on receipt of this form

The 'Usual Format' shown above is the style we would normally use for your business card. Please amend the information if you would like your card in a different format. It may be necessary for us to vary from our usual format (i.e. for long addresses or long names). Remember, you will be sent a proof of your card for approval prior to production. If required, the UK Centenary logo will be shown top right, and any sectional logos etc will be bottom right. Unless advised otherwise, the details given above will be used for sending the proof copy and the printed cards. Note that delivery will need to be signed for on receipt.

**Optional extras:**

- Print on 240gsm instead of 215gsm      £9.50
- Gloss Card      £9.50
- Printing on reverse - black and white ①      £6.00
- Printing on reverse - colour ①      £15.00
- Priority Delivery ②      £12.00

Additional charge above refers to the first 1,000 cards of any design

- ① Design charge may also be payable
- ② For delivery within 14 days, otherwise normally within 28 days

**Quantity Ordered**

**Cheque enclosed for**  
**£**  
Please contact for payment on invoice

Please send order form and cheque to:  
**scoutshop.biz**, Easton Business Centre, Felix Road, Bristol BS5 0HE  
office@scoutshop.biz    Tel: 0845 612 6706

Please make cheque payable to FYCB Limited. An invoice (marked paid) will be sent with your cards.  
FYCB Limited Company Registration 5682460