

Letter Perfect Designs by Patti Daugherty

PO Box 533 North Olmsted, Ohio 44070-0533
www.Letter-Perfect-Designs.com

440-897-2423
Patti@Letter-Perfect-Designs.com

CLIENT GIFTS - HOME SKETCHES PRICE LIST

Premium Package **\$60**

- One (1) 7 ½" x 9 ½" print, matted to fit an 11" x 14" frame
- One (1) sheet of address labels
- One (1) set of 12 basic flat notes with envelopes
- Shipping via US Mail (contiguous 48 states only)

Deluxe Package **\$46**

- One (1) 7 ½" x 9 ½" print, matted to fit an 11" x 14" frame
- One (1) sheet of address labels
- Shipping via US Mail (contiguous 48 states only)

Standard Package **\$42**

- One (1) 7 ½" x 9 ½" print, matted to fit an 11" x 14" frame
- Shipping via US Mail (contiguous 48 states only)

All packages may be sent directly to your client or to your office.
For orders sent directly to your client,
all packages will include your personal letter and your business cards.

All orders will be expedited
and mailed within 6-8 days of receipt of order.

Sample package available upon request.

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CLIENT GIFTS - HOME SKETCHES INFO SHEET

*Thank you for your interest in Home Sketches by Letter Perfect Designs!
We strive to provide you with the most Perfectly Personalized Paper Creations
and the best service imaginable. You know how important it is to stand out in the crowd
and we want to help you do that.*

- Order forms and photo(s) may be emailed. Appraisal photos of the front exterior of the property should be fine. Sketches will be completed and mailed, either directly to your customers or to your office, within 3-4 days of receiving your order with photo(s).
- Depending on the Sketch Package selected, each packet will include a combination of the following: one (1) 7.5" x 9.5" print, matted to fit an 11" x 14" frame; one (1) set of 12 basic flat notes with envelopes; one (1) sheet of address labels. All client packets will include your thank-you letter (submitted to artist electronically and to include your embedded logo and signature); and several of your business cards. All matted prints will include your business card securely attached to the back.
- All packages will be sent via US Mail, with delivery confirmation, in a bubble-wrap envelope, and all items inside the package will be wrapped in protective plastic.
- I will send you an email within a day or two of shipment, letting you know the package has been mailed to your customer, so that you may follow-up in a timely manner.
- The first order must be paid in advance by check (made payable to Letter Perfect Cards) or via PayPal invoice. After the initial order, you will be invoiced monthly, on the last day of each month, and payment terms will be Net 30. Earlier payment is always appreciated and invoiced payments may be made by check, made payable to Letter Perfect Cards and mailed to the address above, or via PayPal invoice.
- I typically ship a sketch order within 7-10 days. If you need the sketch order sooner, please contact me by phone or email at the time of order.
- If, at any time, you have any questions or concerns about my product or services, I encourage you to call or email me immediately. I want to exceed your expectations and provide you with a "wow" gift for your customers.
- Like you, I grow my business through referrals. I hope to continue to expand my services by adding additional customers, whether they are looking for that one-time perfect gift, or a way to thank their clients in a personal way. Any referrals are always appreciated!

SKETCH ORDER FORM

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Name	_____
Company	_____
Address	_____

Phone	_____
Email	_____
Date	_____

Please complete a separate order form for each image

What caption / address will appear with the sketched image?

What name will be on the address labels?

How should the letter from you be addressed?

Is this a _____ refinance? _____ purchase? _____ sale?
(this helps me know whether or not to include "personal" items in the yard or on the porch, such as a swing or wishing well)

Where should this order be shipped?

_____ *to your office* _____ *directly to your client*

How should this order be shipped?

_____ *via US Mail* _____ *via FedEx, billed to your account*

Item Description	Total Price
Premium Package	\$60.00
Deluxe Package	\$46.00
Standard Package	\$42.00
Enter Order Amount Here	