

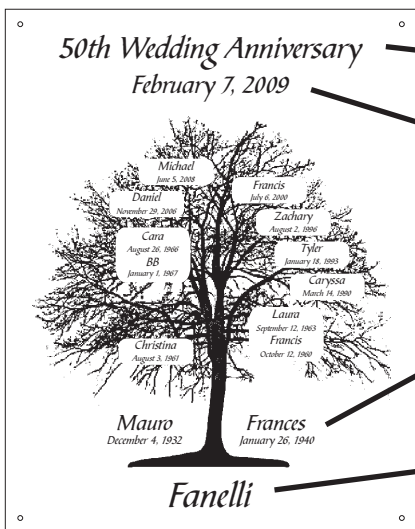
# Family Tree Plaque Order Form

|             |          |       |     |
|-------------|----------|-------|-----|
| Name        | Phone    | Email |     |
| Address     | City     | State | Zip |
| Credit Card | Exp Date |       |     |

Please fill out form the best you can. We will assist you during the proofing process. When complete, email scanned form or call us before faxing.

**12" x 15" Plaque - \$150 includes set-up (up to 3 proofs - see FAQ)**

Plaque Type (Circle One): Rosewood      Black



Sample Only

Title: \_\_\_\_\_

Subtitle: \_\_\_\_\_

Names and Dates (trunk): \_\_\_\_\_

Base (Family Name): \_\_\_\_\_

## Names and Dates for tree (maximum 27):

As a general guideline, we place the oldest members near the bottom of the tree going up to the youngest. Optional: For future additions, we can leave a space in your tree. Add the word "Space" for each future name.

- |          |           |           |
|----------|-----------|-----------|
| 1. _____ | 10. _____ | 19. _____ |
| 2. _____ | 11. _____ | 20. _____ |
| 3. _____ | 12. _____ | 21. _____ |
| 4. _____ | 13. _____ | 22. _____ |
| 5. _____ | 14. _____ | 23. _____ |
| 6. _____ | 15. _____ | 24. _____ |
| 7. _____ | 16. _____ | 25. _____ |
| 8. _____ | 17. _____ | 26. _____ |
| 9. _____ | 18. _____ | 27. _____ |

## Family Tree Plaque – FAQ

What is the price and what's included?

12" x 15" Piano finish plaque (rosewood or black) with clear acrylic laser engraved, floating 1/8" above the wood plaque. Up to 27 names. Includes set-up, with 3 free proofs. You will receive up to three free proofs of your family tree design. If there are more than three proofs requested, you will be billed \$10 for each additional proof over the first three. **\$150 each plus shipping & NJ State taxes if applicable.**

How do we layout the tree?

This is a customized item so there is no exact method for a layout. We recommend placing the oldest members near the bottom of the tree going up to the youngest. Some families prefer to use last names for spouses.

What is the Title?

Title is usually for the occasion. For example: Mothers Day, Fathers Day, Our Family Tree, Merry Christmas, Happy Birthday, Happy 50th Anniversary or To Mom with Love.

How far back in my ancestry can I go?

The Tree usually represents a family centered from a couple (you, your parents or grandparents), who are represented at the trunk of the Tree. Descendants from the people at the trunk are grouped within the branches moving upward towards the youngest.

Can additional wedding dates be included?

Yes, you may add wedding dates for married couples as long as there is enough space.

May additional names be added later?

Only if you add Spaces now for future additions when laying out the tree. We need to know where the Spaces are to be placed. Add the word "Space" under the each name for each child when filling out the order form. When you are ready to add a name in the future, mail the family tree back to us. The price is \$35 set up + \$10 per name (subject to change). A proof will be sent via e-mail before your family tree is engraved.

What is the shipping cost and time in USA?

Normal shipping is 3-5 days and costs \$20.00. Overnight or express shipping costs \$40.00.

Are there any charges for the design proofs?

You will receive up to three free proofs of your family tree design. If there have been more than three proofs requested, you will be billed \$10 for each additional proof over the first three.

If you have any questions, please don't hesitate to contact us.

**Bella Engraving**

**Phone: 908-461-3951**

**info@bellaengraving.com**