# **BOOKING YOUR**

Wedding Calligrapher

A timeline for booking your hand lettered wedding and event pieces

#### **Booking Timeframe**

I recommend booking your wedding calligraphy elements 6 to 8 months prior to your event date. But, don't hesitate to reach out to me, if you're closer to your wedding date.

## **Questionnaire/Phone Call**

After inquiring, a questionnaire will be sent to better help me understand what items you're interested in. I'd love to hop on a call to make sure I understand exactly what you're looking for!

#### Proposal

Afterwards, I'll put together a proposal for you to review. If you have any questions, I'll be happy to clarify.

#### Invoice & Terms

After the proposal has been approved an invoice along with terms of service will be sent. This will include payment terms and depsoits can be made online.

# Mock Ups

When possible, mocks up will be sent for your approval to be sure we're all on the same page.

### Leading up to the Wedding

- 2 months prior RSVP's due
- 4 weeks prior review guest list for any errors or misspellings
- 2-3 weeks prior send finalized guest list

Thick and Thin Lines

(alligrap)

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