



Chuppah Order Form

**You may submit this Order Form by fax to: (703) 934-2668
or by email to info@shellartistree.com
or by USPS mail to: Shell Artistree LLC
Attention: Michelle Rummel
3927 Old Lee Highway, unit 101-D
Fairfax, VA 22030.**

Your use and submission of this Printable Order Form constitutes your agreement to follow and be bound by the "Terms of Use" Agreement ("Agreement") located on our websites (ketubahtree.com), which is incorporated herein by reference. Please refer to that Agreement. Once you submit your Order Form, the following steps will apply:

- We will review the Order Form for completeness and to determine if we have any questions regarding the information you have provided us.
- If the Order Form is not complete, or if we have any questions regarding the information provided, we will contact you in order to confirm and finalize your order.
- Because each chuppah is being custom hand painted just for you, all chuppah orders require an initial Non-Refundable deposit of \$400.00. We will process this deposit at the time you place your order with us. The balance will be due upon shipment of your chuppah.
- Once the information you have provided has been confirmed and the Order Form has been finalized, and we have received your deposit, we will provide you with an "Order Confirmation" by e-mail.
- Due to the one-of-a-kind custom nature of our chuppah collection, we regret that all sales are final and no refunds or returns are available once we ship your chuppah.
- Your order will not be considered complete, and production of your order will not begin, until you have received an "Order Confirmation" from Shell Artistree. Our goal is to process every order as soon as possible. The timing of our processing of your order (and therefore your receipt of an Order Confirmation), however, depends on a number of factors, including the date of your event, the event dates of our other customers and backlog of orders. Please feel free at any time to contact us about the status of your order.

Shipping

For current shipping options and delivery estimates, please contact us. Shipping fees are posted on our website at: http://www.ketubahtree.com/faqs_order.asp#ship

Client Information Page
Fax Completed Forms to: 703-934-2668



SHELL ARTISTREE

Billing Information

If paying by Credit Card your Billing Address must be identical to your Credit Card Billing Address

First Name:

Last Name:

Address:

City:

State:

Zip Code:

Phone (Day):

Phone (Evening):

Shipping Information

Please Ship My Order to My Above Billing Address _____ (check if applicable). If not shipping to billing address, please provide the following information:

First Name:

Last Name:

Address:

City:

State:

Zip Code:

Phone (Day):

Phone (Evening):

Method of Order Confirmation and Proofs

Your order will not be considered complete, and production of your order will not begin, until you have received an "Order Confirmation" from Shell Artistree. Once we complete layout and formatting production of your order, we will provide you with a Proof for your review. All Order Confirmation's and Proof's are sent via Email.

Email 1:

Email 2:

OPT-IN for Shell Artistree Mailing List

Watch our company grow!

Sign up to receive the latest news from Shell Artistree

No Yes! Please add my contact information to the Shell Artistree Mailing List so that I can receive promotional information and discounts, applicable towards Shell's fine art, anniversary prints, house blessing, baby naming, Blessing art and so much more! I understand that I can unsubscribe from the Mailing List at any time.

How Did You Hear of Us?

Google/internet search__ Client Referral__ Rabbi Referral__ TheKnot__
Wedding Wire__ Advertisement__ Wedding Professional__ Bridal Expo__
Synagogue Bulletin__ Other__

Please let us know who referred you so that we can properly thank them!

Referred By (Last Names):

Wedding Date:

Referral Code if applicable:



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Purchase Summary for Chuppah Orders

Fax Completed Forms to: 703-934-2668

Chuppah Design	Quantity	Price	Total
Devotion		\$695	
Grace		\$695	
Passion		\$695	
Tranquility		\$695	
Customization Options	Quantity	Price each	Total
Names & Date in Design		\$85	
Phrase in Design		\$85	
Custom Design Change		Call for quote	
Subtotal			\$
Rush Orders- applicable for orders with less than 4 weeks turnaround time. Call us for availability and to confirm your timeline.			\$125
VA residents Add 5% Sales Tax			\$
Shipping via UPS. Please choose Ground Delivery-\$15 Second Day Air- \$25- All West Coast Orders Overnight Delivery- \$45			\$
Total			\$

Method of Payment - Please Write Clearly to avoid Processing Errors

Credit Card: ___Mastercard ___Visa ___American Express Security Code#_____

Credit Card#: _____ Expiration Date (Month/Year): _____

Name on Card: _____

Special Instructions: