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選購後請將訂單傳真至本公司，本公司會在兩個工作天內回覆確認訂單。
PLEASE FAX US THE FILLED ORDER FORM, ORDER CONFIRMATION WILL BE MADE WITHIN TWO DAYS.

Order with phone, fax or by E-mail will not have discount.

經電話，傳真或電郵訂購，均沒有折扣優惠。

Please copy this order form or contact us for order confirmation.

此訂單表格可影印使用或歡迎來電訂購。

Categories 賀咭類型	Item No. 貨號	Envelope No. 信封編號	Quantity# 數量 / 套	Unit Price 單價
e.g. BG	892	R淨白色	1	\$ 2.5
Total				

All products are 10 pcs/design, except for DIY Gift Card is 5 pcs/design, Sticky Note is 5 pcs/design & Envelope Note Card is 20 pcs/design.

所有產品1套10張，除DIY禮物咭1套5張，便條貼1套5本及信封型萬用咭1套20張。

*Please select two more greeting card designs in case of stock unavailable.

*請多選兩款賀咭款式作後備，以防所選咭款存貨不足：

1) _____ 2) _____

Categories 賀咭類型

BG — Birthday card 生日咭	GD — Congratulation card 祝賀咭
VT — Invitation card 邀請咭	WD — Wedding card 結婚咭
IN — Insurance card 保險咭	NB — New born baby card 新生咭
GW — Get well card 慰問咭	HH/HF — Blank inside card 心意咭
TH — Thank you card 致謝咭	B-BG — Beanie card 豆豆咭
CN — Worldwide 外國賀咭	SN — Sticky Note 便利貼
VC — Note card 萬用咭	PGC — Envelope Note card 信封型萬用咭

Company Information 公司資料

Order Date 落單日期: _____ Invoice No. 貨單編號: _____
 (*由本公司填寫)

Customer Code 客戶編號(即客戶的手提電話號碼): _____

Co. Name 公司名稱: _____

Contact 聯絡人: _____ Tel 電話: _____

Fax 傳真: _____ Mobile 手機: _____

Address 地址: _____

Email 電郵: _____

信封款式選擇

S size White 淨白色(額外@HK\$0.5) _____ (個) S size Pink 淨粉紅色(額外@HK\$0.5) _____ (個)

R size White 淨白色 _____ (個) R size Pink 淨粉紅色 _____ (個)

SA size White 淨白色 _____ (個)

A) Peaceful Blue 藍色和平 _____ (個) B) Fairytale Pink 粉紅童話 _____ (個)

C) Feather 羽毛 _____ (個) D) Mint Green 清新草綠 _____ (個)

E) Pink Romance 粉紅浪漫 _____ (個) F) Mysterious Purple 紫色魅力 _____ (個)

G) Simple Stripe 簡約線條 _____ (個)

Total Quantity 合計: _____ (個)

*Minimum order quantity for envelope only is 200pcs per order.

*如須淨訂信封，淨信封訂量須每訂單不少於200個。

訂貨須知

- 產品訂購量每款為一套為10張(除DIY禮物咭1套5張，便條貼1套5本及信封型萬用咭1套20張)，每張訂單產品數量不少於10套。
Minimum order quantity for card is 10 pcs/design (except for DIY Gift Card is 5 pcs/design, Sticky Note is 5 pcs/design & Envelope Note Card is 20 pcs/design) and 10 sets per each order.
- 以上產品均以現金/支票(不收期票)交易，款項須於收貨前或收貨時付清，不予掛帳，支票抬頭請寫“Gift and Premium Enterprise Limited”或“禮品工房有限公司”。
C.O.D. payment, no credit for orders. Payment should be made by cash or cheque (no post-dated cheque is accepted). Please write cheque payable to “Gift and Premium Enterprise Limited” or “禮品工房有限公司”。
- 確認後送貨，如未能即時付款，客戶需自行到本公司取回貨物或須付額外附加費用@HK\$110.00(港島區/九龍區)@HK\$200.00(新界區)。
Delivery will be made once order is confirmed. If C.O.D cannot be made, client is responsible for goods pick up or additional delivery cost of @HK\$110.00 (HK / KLN) @HK\$200.00 (NT) order is needed.
- 送貨後如發現有任何問題，請於三個工作天內致電本公司，逾期恕不受理。
For any queries regarding the delivered order, please contact us within three days after delivery.
- 送貨地點必須為指定地區的商業大廈，其他地點有可能須付額外運費，詳情請向本公司職員查詢。
Delivery to be made to commercial buildings in dedicated district, other deliveries will be considered separately.