

# Sara Barns Needlework

*Order form for finishing*

Name

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Telephone

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Email address

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Delivery address

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**Please provide me with a quote for finishing the enclosed work.**

I confirm that I have sent £5 (to cover return costs/to be credited against total cost)  by cheque  by BACS

**Additional instructions:**

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**We will contact you within a few days of receiving your needlework to discuss your requirements and to provide a price.** If you do not wish to proceed at this stage we will return the item to you. The return cost will be £5.00 unless the item is particularly large or heavy; your item will be sent by Royal Mail Signed For.

If you do wish to proceed we will only begin work once we have received full payment from you. The price which we quote will be exclusive of postage and packing, which is £10.50 for most items or £15.50 for larger items.

## Payment

We will not begin work until we have received full payment from you.

**BACS** is our preferred payment method:

**Account name** Sara Barns | **Bank** Nationwide Private Account | **Account no** 28230962 | **Sort code** 07-01-16

**Cheques** are also accepted: please make payable to "Sara Barns".

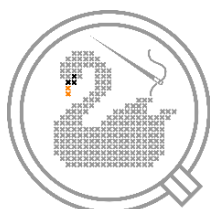
## Other services

We are very happy to combine our finishing service with our framing service or one of our making up services. If you would like to make use of an additional service please send an appropriate additional order form, or describe your requirements in the additional instructions section of this form. We are happy to provide an inclusive quote where this is possible.

## Return of completed items

All completed items will require a signature on delivery. Please ensure you have provided a delivery address where someone will be available to sign and let us know if you have any requirements.

The amount of time required to finish an item varies greatly depending on the size and level of detail required. We will be able to provide an estimate when we give you a price but please be aware that this is only an estimate. If we find that the work is taking significantly longer than expected we will let you know as soon as possible. If you have any particular timing requirements please let us know and we will do our best to comply with these.



## Sara Barns Needlework

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## Contact us

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