



My Paper Garden Co.



## CUSTOM STATIONERY GUIDE

MYPAPERGARDENCO.COM



*nice To  
meet you*

I'm Kaylee, the owner and designer of My Paper Garden!  
We are located in the Tampa Bay area in Florida but  
can serve clients anywhere across the country.

I'm so excited to get the opportunity to work with you!  
I am here for you every step of the way. If you have any  
questions, please feel free to reach out to me at any time.  
Let's start designing your perfect wedding invitations!

*Kaylee*

## CONTACT INFORMATION

web: [mypapergardenco.com](http://mypapergardenco.com)  
email: [info@mypapergardenco.com](mailto:info@mypapergardenco.com)  
social: [@mypapergardenco](https://www.instagram.com/mypapergardenco)



# OUR PROCESS

Every custom invitation set is a little different, but below is the general process from start to finish!

## ONE: LET'S GET TO KNOW EACH OTHER

After you fill out our Questionnaire, we will meet over video chat or in person to allow us to get a full understanding of your vision. From there, I will create a custom proposal for you with rough pricing, timeline, and more in-depth details.

## TWO: DESIGN CREATION

After you've paid your Design Fee for booking, we will gather your information and start the design process! Once we have a draft ready, we will show it to you for approval. First drafts take 2 to 4 weeks.

## THREE: REVISIONS & FINAL APPROVAL

We will now collaborate with you to get your design looking exactly how you want it. Included in your custom pricing is 3 rounds of revisions. Once you are in love, we will send a final proof for you to sign off on. The second half of payment is due here.

## FOUR: PRODUCTION & ASSEMBLY

Printing and production can take from 2 to 4 weeks. After initial production is complete, we will assemble your invitations. Assembly is included in all packages. The level to which we assemble depends on your vision and how much you would like to be involved.

## FIVE: DAY OF PIECES

After your invitations get sent to you, it's time to start talking about your wedding day pieces. These pieces are designed to complement your wedding set and can be anything from napkins and programs to menus and signage.

# WHAT'S INCLUDED

We have a lot to offer! The custom process can really be anything you want it to be. We offer the package below as a base package that can be built upon or altered to fit your needs. This process is all about you!

## DESIGN + PRINTING

main invitation (5x7) | detail card | rsvp card (4 Bar) | main envelope  
paper used: 120lb eggshell ultra white paper | digital printing only  
3 rounds of digital proofs | custom watercolor or line drawing artwork

## ASSEMBLY

envelope stuffing | envelope sealing  
application of any embellishments additionally purchased:  
postage application | wax seal application | adhering liners  
ribbon/belly band/twine application

## SHIPPING

free shipping to all of the US or delivery (if local)

## PRICING PER QUANTITY

(BASED ON PACKAGE ABOVE)

50 - \$1,200.00

75 - \$1,300.00

100 - \$1,400.00

125 - \$1,500.00

150 - \$1,600.00

175 - \$1,700.00

200 - \$1,825.00





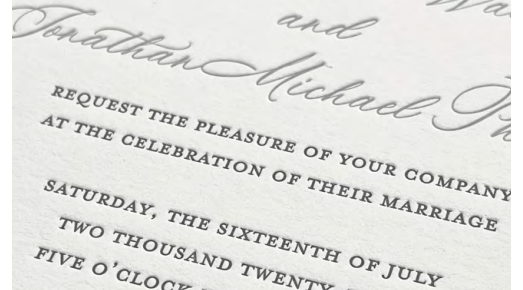
# UPGRADES

This page will tell you about the upgrades you can add to invitation package to enhance your set!

## PRINTING UPGRADES

**Letterpress** - this printing type adds texture and depth to your invitation. It can be done to text or line illustrations. \$\$\$

**Foil Stamping** - this printing method presses foil into the paper creating a beautiful real shine! It can be done to text or line drawings and can be used in conjunction with digital and letterpress printing. \$\$\$



## ENVELOPE ADDRESSING

We offer printed envelope addressing! Envelope addressing can be stressful and time consuming. Let us take this off your plate! All you have to do is give us a spreadsheet with your guests names and addresses. \$1.50 Each

\*We don't offer hand calligraphy on envelopes

## PAPER UPGRADES

We have many paper options! Single thick paper is the standard with different types like felt, cotton, linen, recycled, and more. The various types of papers give different looks and textures to your final product. \$

We also have double thick paper options that have a sturdier and more luxurious feel. \$\$

Another beautiful upgrade is handmade paper! \$\$\$



# UPGRADES (CONT.)

The second page of upgrades is all about embellishments you can add to make your invitation set shine!

## Wax Seals



\$3.00 Each



## Ribbons

\$

## Vellum Wraps

\$2.00 Each

## Die Cut Shapes

\$0.50 Each

## Belly Bands

\$0.85 Each

## RSVP Envelopes

\$1.00 Each

## Outer Envelopes

\$1.50 Each

## Envelope Liners



\$1.50 Each

## Custom Wedding Map

These are illustrative maps that show the place you are getting married in a beautiful and unique way! These can show your wedding venue, hotels, favorite places, travel routes, major landmarks, things to do, etc. for your guests. All locations are created by watercolor or line drawings.

**Cost:** \$200 set up fee and \$50 per location on map.

\*Pricing can change based on complexity/uniqueness of request\*



# TIMELINES

## PROJECT START – MAILING

### SAVE THE DATES

begin 2-3 months prior to mailing – mail 6-8 months prior to wedding

### CUSTOM INVITATION

begin 3-4 months prior to mailing – mail 8-10 weeks prior to wedding

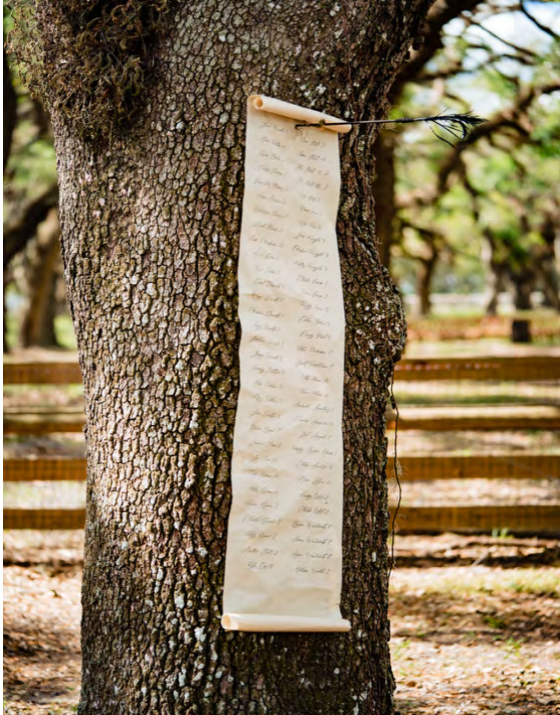
### DAY OF PIECES

begin 5-6 weeks prior to wedding – rsvp request 4 weeks prior to wedding





# DAY OF PIECES



Menus

Place/escort cards

Programs

Table Numbers

Signs

(Guestbook, Photobooth, Favor, etc.)

Signature Cocktail Signs

Stickers

Seating Charts

Matchboxes

Welcome bag inserts

Tags

And More!



Request a Quote:

[info@mypapergardenco.com](mailto:info@mypapergardenco.com)



# CUSTOM

We love custom work! Though we offer a number of things here, we are all about creating something completely custom for you. We would love to hear/see your ideas. Let us help you create a unique wedding experience! We can't wait to work with you!

Kaylee

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