



Terms & Conditions

How does it work?

If you are interested in Ink & Lace providing you with your stationery then please either drop us an email at hello@inkandlace.co.uk or fill in the order form found on the main page of the website.

Once we've received your enquiry we'll reply within 10 days with your quotation including delivery charges.

If you're happy and would like to proceed then we require a 50% non-refundable deposit to secure your booking, at this stage we will discuss all the finer details of your stationery.

Within 14 days of receiving your deposit a digital proof will be emailed to you which you'll need to check over very carefully.

Once you and have given us the okay on your wording (we require this in writing) we will send your files to be printed. If we are working on a bespoke design for you we will respond with a digital proof within 28 days depending on the complexity of the design. (Please note, any amendments need to be highlighted before we send the files to be printed. After they have been printed we aren't accountable for any errors, and charges will apply for reprints).

Lead time is 4-6 weeks depending on your order, but please allow as much time as possible for any potential amendments.

Once we've received your stationery back from the printers we will confirm delivery dates with you. We will then require your final payment before your goods are delivered.

Your stationery will be delivered within 2-3 working days, the service is fully insured and will need to be signed for, please provide us with the relevant address whether that be your home or work address.

Samples:

If you require a printed sample of your invitation we charge £5.00 for this service.

Dates to work to:

Save the Date Cards: As soon as your venue has been booked, send out your 'Save the Date's' to secure your big day with your loved ones.

Invitations: 8-10 weeks before. This gives enough time for table planning and catering numbers.

Thank You Cards: Generally within 4 weeks after your wedding.

Delivery break downs:

First delivery: Save the Dates

Second delivery: Invitations/Information Cards/RSVPs

Third delivery: Order of Service/Table Plan/Table numbers/names/Menus (basically all of your 'On the Day Stationery')

Additional costs:

Envelopes: Please note Kraft & White Hammer are included in the above price where applicable *. Metallic or Pearlescent are available for an additional £0.20 each.

Bespoke Colour fee: to fit your wedding theme: £30.00

Bespoke Design fee: £80.00

Photo colour correction fee: £25.00 (Thank You Cards)

Bespoke map: on reverse of information card: £40.00