

# ORDER FORM

Please make cheques/postal orders payable to **MCA**  
Please feel free to attach any additional information.

# MCA Design & Print Ltd

Unit 8, Nelson Trade Centre, Nelson Street,  
Belfast, N. Ireland, BT15 1BH

T: (028) 9024 9001 **Fax:** (048) 9024 9001 E: info@mcaprint.co.uk

School/Church Name: ..... Contact Name: .....  
Address: ..... Tel: .....  
..... Email: .....

Please complete appropriate sections below and reverse

## CERTIFICATES

### PERSONALISED CERTIFICATE 1 (priced £1.50 each)

**Certificate Ref No:** ..... **Quantity:** .....  
Full Church Name: .....  
Town: .....  
Date: .....  
Celebrant: .....

### PERSONALISED CERTIFICATE 2 (priced £1.50 each)

**Certificate Ref No:** ..... **Quantity:** .....  
Full Church Name: .....  
Town: .....  
Date: .....  
Celebrant: .....

### PERSONALISED CERTIFICATE 3 (priced £1.50 each)

**Certificate Ref No:** ..... **Quantity:** .....  
Full Church Name: .....  
Town: .....  
Date: .....  
Celebrant: .....

### PERSONALISED CERTIFICATE 4 (priced £1.50 each)

**Certificate Ref No:** ..... **Quantity:** .....  
Full Church Name: .....  
Town: .....  
Date: .....  
Celebrant: .....

## STANDARD CERTIFICATES - No personalisation required (priced 0.85p each)

REF No.	QUANTITY	REF No.	QUANTITY	REF No.	QUANTITY	REF No.	QUANTITY

## BOOKMARKS

### BOOKMARK PRICES

10	£25	20	£30	30	£35	40	£40	50	£45	60	£50	70	£55	80	£60	90	£65	100	£70
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### BOOKMARK 1

**Ref No:** ..... **Quantity:** .....  
Full School Name: .....  
Date Of Ceremony: .....  
Teacher Name: .....

Please tick if you are supplying a copy of your school crest for inclusion on bookmarks.

### BOOKMARK 2

**Ref No:** ..... **Quantity:** .....  
Full School Name: .....  
Date Of Ceremony: .....  
Teacher Name: .....

Please tick if you are supplying a copy of your school crest for inclusion on bookmarks.

Please use separate sheet if required and return with your order

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### BOOKMARK HOLDERS £1.25 each (inc. envelope)

REF No.	QUANTITY
W01	

REF No.	QUANTITY
W02	

REF No.	QUANTITY
W03	

### CANDLES £6.50 each (minimum order of 10)

#### CANDLE 1

Ref No:..... Quantity:.....

Church Name:.....

Date Of Ceremony:.....

Please tick if you are supplying a copy of your school crest for inclusion candles.

#### CANDLE 2

Ref No:..... Quantity:.....

Church Name:.....

Date Of Ceremony:.....

Please tick if you are supplying a copy of your school crest for inclusion candles.

### A4 CALENDARS Minimum order of 50 (Please contact us to discuss your order)

PRICE PER CALENDAR

50-99	£3.75	100-149	£3.15	150-199	£2.98	200-300	£2.75
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Please complete appropriate sections below

Total No. of Standard Certificates  @ 0.85p each =:£   
(No personalisation required)

Total No. of Personalised Certificates  @ £1.50 each =:£

Total No. of Bookmarks  Bookmaks Total =:£

Total No. of Bookmark Holders  @ £1.25 each =:£

Total No. of Candles  @ £6.50 each =:£   
(minimum order of 10)

# mcaprint.co.uk

Sub Total :£

Post & Packaging :£ 5.95

TOTAL :£

Please return your completed order form to:

MCA Design & Print Ltd

Unit 8, Nelson Trade Centre, Nelson Street, Belfast, N. Ireland, BT15 1BH

or email your order to: info@mcaprint.co.uk

Please tick if you would like   
us to invoice your school: