

Ketubah Art/Artist: \_\_\_\_\_

Ketubah Text Choice: \_\_\_\_\_

*The Wedding*

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English Date: \_\_\_\_\_ Hebrew Date\* \_\_\_\_\_

Day of Week: \_\_\_\_\_  Before Sundown  After Sundown

City, State of Ceremony: \_\_\_\_\_

(\*We can look the Hebrew date up for you.)

*The Bride*

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(optional):  Bride/Daughter  Groom/Son  Beloved/Child

Full English Name: \_\_\_\_\_

Hebrew Name: \_\_\_\_\_

Bride's marital status (for traditional and conservative texts only):  first time  divorced  widow  convert

Father's Name (FIRST name only) English: \_\_\_\_\_ Hebrew: \_\_\_\_\_

Is Father living?  Yes /  No Is Father a:  Kohen  Levi  Israelite (If unsure, ask your Rabbi.)

Mother's Name (FIRST name only) English: \_\_\_\_\_ Hebrew: \_\_\_\_\_

Is Mother living?  Yes /  No

*The Groom*

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(optional):  Bride/Daughter  Groom/Son  Beloved/Child

Full English Name: \_\_\_\_\_

Hebrew Name: \_\_\_\_\_

Father's Name (FIRST name only) English: \_\_\_\_\_ Hebrew: \_\_\_\_\_

Is Father living?  Yes /  No Is Father a:  Kohen  Levi  Israelite (If unsure, ask your Rabbi.)

Mother's Name (FIRST name only) English: \_\_\_\_\_ Hebrew: \_\_\_\_\_

Is Mother living?  Yes /  No

*Contact Information & Shipping Address*

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Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

*For Orthodox/Conservative Texts* (ask Rabbi to complete)

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Would you like mothers' Hebrew names on the Ketubah?  Yes  No

Do you want the foot of the kuf in v'kninah left off?  Yes  No

I agree that all of the above information is correct and is approved for use on the Ketubah  Yes  No

*Thank you for purchasing your Ketubah from us!*

Please save this file to your computer with your names as the file name, fill out the form completely either by hand or electronically, and email to **orders@judaicashop.net** as soon as possible upon ordering your Ketubah. The calligrapher is not responsible for errors in the information or if any of the words are illegible. Please make sure that the officiating Rabbi has approved your choice of text and your provided information.

## *Frequently Asked Ketubah Questions*

### **What does "Personalization" Mean?**

Personalization means that the artist will fill in your Ketubah with information provided on your Ketubah form. An "unpersonalized" Ketubah means you will receive a Ketubah with blank spots where your information would be found.

### **What if I don't know a Hebrew spelling? What if someone doesn't have a Hebrew name?**

If someone doesn't have a Hebrew name, please write "transliterate" in the space provided. This means that the English name will be written with Hebrew letters. It is also not necessary to provide your name in Hebrew characters, as the artists are able to transliterate. We may contact you if we need clarification. In addition, only the first names of the parents are required for the Hebrew portion.

### **Will I see a proof? What if I find an error on the Ketubah after I receive it?**

Yes, we are happy to provide one upon your request. When you send your form to us, please let us know if you require a proof. Please take into consideration that since information provided on your form is assumed to be correct and approved by your officiating Rabbi, a proof is not always necessary and may delay delivery of your Ketubah, especially for rush orders. We will contact you if we have questions about any of your information. Our Ketubah specialists will then forward you a proof for your approval. If you discover an error *after* the ketubah is approved and printed, a re-print of your corrected ketubah will incur an additional fee (plus shipping).

### **Can I have more than two signature lines? Can I have multiple officiant signature lines?**

Every Ketubah has two witness lines. Most have a line for the bride, groom, and one officiant. We are usually able to accommodate requests for multiple signature lines, provided there is space available on the Ketubah. Please make sure to request any additional lines needed when you send your form back to us. In some cases, artists may charge a fee for a custom layout. If you have chosen an Egalitarian text, or a text that does not include an officiant signature line, please be sure to tell us if you would like one included. In most cases, extra signature lines can be added beneath the existing lines.

### **When will I receive my Ketubah?**

A Ketubah typically takes between four and eight weeks *after* we receive your personalization form. We can usually accommodate rush requests for weddings less than four weeks away. Please contact us as soon as possible if your wedding is rapidly approaching and we will be glad to help. Some artists may charge an additional rush fee.

### **What pen do I use to sign? How do I display it at my wedding? What if I have more questions?**

We have more frequently asked questions listed on our website in the Ketubah Gallery section. We are also happy to speak with you directly! Here is how to contact us:

**215.923.0262 • orders@judaicashop.net**

**Visit us in person at 5<sup>th</sup> and Market (across the street from the Liberty Bell) in Philadelphia**