



3811 Hillsborough Street

Raleigh, NC 27607

919-828-5538

Finisher:	_____
Date Sent:	_____
Charges:	832 _____
Fabric (4351):	_____
Date Contacted:	_____
Date Picked Up/Shipped:	_____
NPC #	_____

ORNAMENT & HANGING SIGN FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Choose One:

Soft/Puffy

Hard Back/"Cookie"

3-Dimensional

Trim:

Cording Colors/Type _____

Self-Welt or Ruffle _____

Fabric Details: _____

Special Instructions or Notes:

Hanging Loop Illustration

Holiday	Deadline
Halloween	3/28/22
Thanksgiving	4/18/22
Hanukkah	4/18/22
Christmas	5/01/22

Order Taken By: _____

Customer Signature: _____



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Finisher: _____

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STAND UP FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Type: Gusseted Domed

Fabric Color: _____

Cording Color: _____

Order Taken By: _____

Customer Signature: _____



3811 Hillsborough Street

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919-828-5538

Finisher: _____

Date Sent: _____

Charges: **834** _____

Fabric (4351): _____

Date Contacted: _____

Date Picked Up/Shipped: _____

PILLOW FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

1. Circle One: Knife Edge Bolster Turkish Corner
Box Edge-Width of Gusset _____ inches

2. Outside Edging Options: Self-Welt Ruffle Cording Fringe
Other: _____

3. Inset Options: Width of Inset _____ inches

Inset Edging Options:

OR Applied: Self-Welt Ruffle Cording

Mitered

4. Zipper? Yes No

Special Instructions/Sketch:

5. Fabric Details _____

Order Taken By: _____

Customer Signature: _____



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Finisher: _____

Date Sent: _____

Charges: **831** _____

Fabric (4351): _____

Date Contacted: _____

Date Picked Up/Shipped: _____

BELT FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Choose One: Man Woman

Belt Size: _____

Leather Color: Black Dark Brown Light Brown Other:

Buckle Color: Brass Silver Provided

Speical Instructions or Notes:

Order Taken By: _____

Customer Signature: _____



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Charges: _____
Fabric: _____
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NPC: _____

STOCKING FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Fabric Backing: _____

Hanging Loop Drawing:

Fabric Lining: _____

Tassel: Yes or No

Toe Direction: Left or Right

Special Instructions or Notes:

Order Taken By: _____

Customer Signature: _____



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NPC: _____

ACRYLIC TRAY FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Acrylic tray finishing is a two-step process. First, your piece will be sent to a finisher to be turned into a hardback cookie. Then, your piece will be sent to our acrylic finisher who will custom cut the acrylic to fit your piece.

Step 1:

Cording Color:

Fabric Backing:

Handles or No Handles

Step 2:

Choose One:

1. Tray

2. Backgammon Board

3. Chess Board

Removable or Permanent

Order Taken By: _____

Customer Signature: _____



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Finisher: _____

Date Sent: _____

Charges: **832** _____

Fabric (4351): _____

Date Contacted: _____

Date Picked Up/Shipped: _____

NPC # _____

FABRIC CLUTCH/PURSE

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Fabric Backing: _____

Fabric Lining: _____

Credit Card Pockets: Yes No

Zipper Color: _____

(For bigger clutches) Divider: Yes No

Wristlet: Yes No

Snap Closure: Yes No

Order Taken By: _____

Customer Signature: _____



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Finisher: _____

Date Sent: _____

Charges: **832** _____

Fabric (4351): _____

Date Contacted: _____

Date Picked Up/Shipped: _____

NPC # _____

LEATHER CLUTCH/PURSE

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Leather Color: _____

Closure: Zipper Snap Magnet

Lining Color: _____

Pockets: Yes No

Divider: Yes No

Strap: One Two Length: _____

Order Taken By: _____

Customer Signature: _____



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Date Sent: _____

Charges: _____

Fabric (4351): _____

Date Contacted: _____

Date Picked Up/Shipped: _____

OTHER FINISHING

Date: _____

Customer Name: _____

Customer Phone Number: _____

Customer Email: _____

Description of Project: _____

Order Taken By: _____

Customer Signature: _____