



Keep flowers in water and in refrigerator until you are ready to ship or deliver.

Please print and submit this form along with your flowers.

Go back to "Simple Shipping" directions to see the step-by-step photo examples.

Call Barbara Gaffney at 978-346-8931, if you have any questions.

Packing Checklist:

1. Remove all bling, keepsake charms, ribbons etc. (we can only use fresh, clean ribbon)
2. Label each item (i.e. bride's bouquet, bridesmaids, centerpiece flowers, mother's corsage, etc.) There is no extra charge to press additional flowers as it often helps enhance the final design to have variety.
3. Take **dry** paper towels and go around your bouquet creating a "snowball." This cushions your flowers. (see illustration) Now place the bouquet in a plastic trash bag which will help the flowers stay moist on their journey.
4. Place plastic bag in a box, slightly larger than the bouquet, along with crumpled newspaper or more paper towels to ensure they do not bounce around in transit.
5. If including a photo or invitation, place in a clear baggie and in between stiff cardboard so it does not bend.
6. Enclose a personal check or a debit or credit card number for the non-refundable deposit of \$100.00. If you do include a personal check we will still request a credit or debit number for the balance when the order is completed. We will notify you by email or telephone when we are ready to ship the design back to you.
7. Ship your bouquet Overnight Express and be sure to mark the outside of the box **no signature required**. We suggest using the USPS as we find UPS and FedEx more costly.
8. Ship flowers to:

**Everlastings Flowers c/o Barbara Gaffney
915 SE Vito Drive
Crystal Drive, FL 34429**

1. Date flowers are shipped: _____
2. Name of Bride and Groom _____
3. Address _____
4. Email _____
5. Telephone Number _____
6. Please tell us what you would like us to design. If you are currently unsure and need time to view our website, kindly get back to us as soon as possible.

See example below of an order:

Three Bookmarks with names and wedding date.

Two 5" x 7" ovals for Bridesmaids (Silver color)

One 11" x 14" black rectangle frame with a grey background (like example F11 on the website)

7. Provide us with a Credit or Debit card number with expiration date, security code and the corresponding address which will be used for the final balance, prior to shipping.

(Sorry, we do not accept American Express.)

Number _____

Exp. Date _____

Security Code _____

Address _____

Or circle: Same as above

8. How did you hear about Everlastings Flowers?

9. Please note any special instruction on the back of this paper.

I understand that the quality and condition of my flowers will affect the quality of the preserved flowers. Barbara Gaffney and Everlastings Flowers cannot assume any liability for the condition of your flowers prior to their arrival. I also understand that the deposit is non-refundable.

Signature: _____ Date: _____