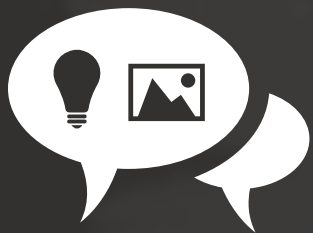




HOW IT WORKS

SEATING CHARTS



1. ANSWER A FEW QUESTIONS

- How many guests are you expecting? (Our seating charts hold up to 180)
- Do you have any predetermined style?



2. DEPOSIT REQUIRED

- This holds your spot and once received, we can start collaborating!



30-45 DAYS BEFORE YOUR WEDDING



3. DESIGN SENT TO YOU

- Digital mockup sent to you with placeholder names



4. YOU APPROVE THE DESIGN

- Now's the time for you to alter or approve how the board will look.



7-8 DAYS BEFORE YOUR WEDDING

TABLE 1	TABLE 2
Trisha L.	Stephen
Brian K.	Colby
Amy W.	Matthew
Margaret L.	Jason

5. YOU SEND FINAL NAMES

- Digital lists required (anything that can be copied and pasted) e.g. excel, word documents
- Please send first names and last initials to speed up the process!



2-3 DAYS BEFORE YOUR WEDDING



6. FINAL DESIGN SENT

- Design with names in place sent to you for final thumbs up!



7. HAND DRAW YOUR BOARD

- Drawn up 2-3 days before you need it!



8. PAYMENT & PICK UP

- Payment due on or before pick up
- Don't worry - it won't smudge! Just don't get it wet

ENJOY!

WWW.CHALKBOARDSANDCOMPANY.COM
HELLO@CHALKBOARDSANDCOMPANY.COM

📞 (403) 999 0606

📱 /CHALKBOARDSANDCOMPANY