



Invoice to:		Account Registered Name:						
Address:								
		Postcode:						
Account No:		Your Ref:						
Contact Name:		Email:						
Telephone:		Mobile:						

<b>Letter Engraving</b>	Fonts available:	Arial	A	Times New Roman	T
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Marking instructions sheet for position included?	<input type="checkbox"/>	Position/orientation marked on items in permanent marker?	<input type="checkbox"/>
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Please **type your text** below - if required to write, please make this as clear as possible

Article # / Description	Text Required	Number of items	Font		Height	Assay Office Use Only		
			A	T		Complexity	Completed	No.
			A	T				
			A	T				
			A	T				
			A	T				
			A	T				
			A	T				
			A	T				

Be as accurate as possible when describing your requirements, including UPPER-CASE and lower-case characters and any punctuation.

<b>Logo Engraving</b>	Have we applied this logo before?	YES	NO
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Please describe engraving below\*

Article # / Description	Name of logo	Height	Number of items	Position	Assay Office Use Only		
					Complexity	Completed	No.

All new logos and signatures must be approved by the Assay Office before submitting items. A set-up fee will apply. For more details email: registration@assayofficelondon.co.uk

<b>Numbering</b>	Please note numbering will be applied using <b>Arial</b> font as the default
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Article # / Description	Stock Number / Code Required	Height	Number of items	Position	Assay Office Use Only		
					Complexity	Completed	No.

Attention is drawn to the terms and conditions available from our website or from the counter. These conditions contain exceptions from liability and consignors are advised to arrange any insurance required.

I confirm I am authorised to use the logo(s) described above if they are not my own design.

Print Name:		Signature:		Date	D	D	M	M	Y	Y
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