**Corporate Christmas E-card Order Form**

Please fill in this form to place your order and send it to [christmas.cards@renewable-world.org](mailto:christmas.cards@renewable-world.org)

**Your Details**

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| **Company name:** Click or tap here to enter text. |
| **Contact name:** Click or tap here to enter text. |
| **E-mail address:** Click or tap here to enter text.  **Phone number:**  Click or tap here to enter text.  **Have you purchased an e-card from Renewable World previously?**  Click or tap here to enter text. |

**Choose your E-card Design**

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| [**Browse our e-card selection**](https://renewable-world.org/fundraise/corporate-fundraising/christmas-cards/#browse-e-cards)and choose the design you would like to be customised. |
| **Design name:** Click or tap here to enter text. |
| **Design order number:** Click or tap here to enter text.  *(To find the design name and order number, follow the link provided above and click on the thumbnail image of your chosen design. The design will appear fullscreen and the design name and order number will be displayed – e.g. order number: RW089; design name: This Christmas Animation)*  **Would you like any colour or design alterations? (if possible for your chosen design) If so please speficy:** Click or tap here to enter text.  **Would you like to add a custom message or make any changes to the text within the design? If so please specify**: Click or tap here to enter text.  **Deadline to receive your final e-card**: Click or tap here to enter text. |

**Choose your Donation Amount**

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| Recommended donations for an e-card are as follows: |
| 1. **Individual Enterprise** (employing 1-2 people including freelancers/sole traders/limited companies OR with a worldwide turnover of less than £500,000): **£100** |
| 1. **Small Enterprise** (employing less than 5 staff OR with a turnover of between £500,000 and £1 million): **£250** |
| 1. **Medium Enterprise** (employing between 5 and 50 staff OR with a turnover of between £1 million and £10 million): **£500** |
| 1. **Large Enterprise** (employing over 50 staff OR with a turnover of more than £10 million): **£1,000** |
| Or please choose an alternate donation amount (minimum donation is £100): |
| **Other donation amount** (please specify): Click or tap here to enter text. |

**Hi-res Logo**

When sending this form, please attach a hi-res copy of your company logo (preferably in either .pdf or .eps format).

**Notes**

Please use this section to add any further notes you may have about your order: Click or tap here to enter text.

**Terms and Conditions** *– please read carefully, sign and date below*

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| * I understand that the turnaround time to receive proof of the e-card can be between one to two weeks after placing an order. If you need a quicker turnaround time, please let us know and we will tell you if the quicker turnaround time is feasible or not. * I understand that the deadline to place orders is the 19th December 2023. * I understand that the donation will not be restricted to a specific Renewable World project but will be used wherever the need is greatest. * I agree to pay my donation within 30 days of receiving an invoice from Renewable World; or if paying by credit/debit card online, I agree to pay my donation within 5 working days of receiving my final e-card. * I understand that the recommended and minimum donation amounts specified are in GBP £ (British pound sterling). * I understand that requesting multiple designs might incur an extra cost and will be quoted for on request. * I understand that amends to the background colour (if possible with your chosen design), text and the addition of your company logo are included at no extra cost. Any additional changes, such as an edit to a design feature or animation, will come at an extra cost and will be quoted for on request.   ***I confirm I have read all the above sections marked Terms and Conditions. I understand and agree to be bound to those terms and conditions and to comply fully with the same.*** | |
| Date: Click or tap to enter a date. | Signature\*: Click or tap here to enter text.  *\* If you email this form to us we will take the email as your confirmation, and you will not need to provide a signature – just write “signed by email” above* |