Custom Wreath Order Form

CUSTOMER + MAKER COPY | Save a completed PDF for the order record

1 | Contact + schedule

Customer name

Order number

Email

Phone / contact method

Date requested

Needed-by / event date

2 | Wreath design preferences

Wreath theme / sport

Size / finished dimension

Primary / secondary colors

Sign / focal piece

Materials, ribbon, bow, accents, personalization, and special requests

Inspiration photo link / reference

Display location

3 | Budget + fulfillment

Customer budget range ($)

Delivery method (ship / pickup)

Shipping address or pickup location

Requested arrival / pickup date

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4 | Maker quote and approval

Materials + special-order items ($)

Labor + design time ($)

Packaging + shipping ($)

Fees and overhead ($)

Quoted total ($)

Quote expiration / revision #

Approved design summary / agreed exclusions / substitutions

Approved by + date

Deposit due / paid ($)

Balance remaining ($)

Balance due date

5 | Production + delivery milestones

Materials confirmed / ordered

Production start / completion

Final approval + date

Shipped / picked up date

Change requests, communications, tracking and final notes

Keep policies and quote terms in writing. This form does not replace a seller’s published terms or customer agreement.