

Engraving order checklist

Confirm the wording, selected option and arrival timing.

YOUR PLAN

Recipient / preferred spelling

Occasion / required date

Product / chosen pattern

Presentation option

Exact wording - line 1

Exact wording - line 2, if supported

Font / position agreed with seller

Seller character / line limit

Quantity

Total budget including delivery

Making time confirmed

Delivery estimate confirmed

CHECK BEFORE YOU COMMIT

- ☐ Name, initials and date checked with the right person.
- ☐ Capitalisation, spaces and punctuation reviewed.
- ☐ Seller confirms wording fits the chosen engraving area.
- ☐ Symbols, font and position are supported.
- ☐ Selected product, box and quantity confirmed.
- ☐ Full delivered price and personalised-item terms checked.
- ☐ Time allowed for making, delivery and inspection.

This sheet prepares your order; it is not a seller production proof.
For several recipients, keep a separate row per person and design.

Read the full guide:

www.checkmybasket.co.uk/money-clip-engraving-ideas