Brick Pavers
Ordering Instructions

To avoid errors/delays, please use the following guidelines when preparing orders.

• Use a separate page for each order.
• To avoid errors, write the name of the logo in the space provided. Utilize **STYLE TWO** for all orders with logos.
• Attach a copy of the logo sheet used for the campaign when submitting planner.
• Include punctuation on the order form (e.g. periods between initials, periods after abbreviations, etc.)
• All punctuation marks and spaces between words counts as spaces.
• Use the "&" sign instead of the word "and."
• Use capital letters ONLY - print, not script.
• Be sure the entire letter is inside the box, with only one letter, comma, hyphen, period, etc. per block.
• Allow one blank box between each word. This blank will count as a space.

Engraved Bricks
• Use only one logo per brick.
• On Style 2 (with logo) all words will be left justified (not centered). There are no exceptions. Orders without logos will be automatically centered.
• Only approved logos may be used
• All engraved bricks without a logo are provided three lines and a maximum of 16 characters per line.
• All engraved bricks **with** a logo are provided three lines and a maximum of 13 characters per line.