**PRESERVE THE WORD**

**10521 N. Michigan Ave.**

**Kansas City, MO 64155**

**Order Form**

**The options listed on this form are intended to provide you with a general idea of the cost for us to rebind your Bible. It will also provide us with the information we need to give a more specific estimate for the work you desire. If you have any questions, please call us at 714-716-8233. Then when you are ready, please remove all loose papers, sticky notes, bookmarks, etc. from your Bible, and mail it to us with this completed Order Form.*We will call you to confirm the final price estimate before we begin any work.***

***NOTE****: If your Bible is a New World Translation(Jehovah’s Witness version), The Clear Word Bible, an LDS ‘bible’ or contains the Apocrypha, please don’t send it. We respectfully decline to work on bibles that are not the inerrant Word of God. We are willing to work on Bibles with the Apocrypha if you agree to let us remove it before rebinding. For more information about this issue, please see our FAQ page on our website, PreserveTheWord.com. Thank you!*

**Name:**

**Phone #:**

**Address:**

**Email Address:**

**[ ] Check to confirm that your $125 deposit check #**      **is enclosed, made out to: *Preserve The Word*.**

**LEATHER CHOICE. All leather is the same price. If you don't know, just leave it blank and we will talk about it. If you do know, please check your desired leather (note – not all the leathers we have are on the website):**

**[ ]** Black Buffalo **[ ]** Deep Chocolate Brown Buffalo **[ ]** Tobacco Buffalo **[ ]** Redwood Buffalo

**[ ]** Seal Grafton Brown **[ ]** Burnt Maple Freeport **[ ]** Roughman

**[ ]** Other (grays, green, purple, teal, caramel, etc…)

**SIZE OF BIBLE: We determine the size of your Bible based on the square inches of leather used to cover it. Use your best guess as to the size of your Bible. We will adjust the charge up or down once we receive and measure your Bible.**

**[ ] Small ($95-$100)** **[ ] Medium ($105-$110)** **[ ] Large ($115-$120)** **[ ] Extra-Large($125 and up)**

**STYLE:**

**[ ] Single Snap ($0)** **[ ] Double Snap ($0) [ ] No Flap ($0)** **[ ]  ½” overlay ($0)**

**[ ] Single Strap ($15) [ ] Double Strap ($30)** **[ ] Swing Clasp ($10)** **[ ] Heart Clasp ($17.50)**

**[ ] Belt w/buckle ($45) [ ] Custom Closure (variable cost; confirmed by phone).**

**REBIND FEE:** **[ ]  Unless your Bible is new or in excellent shape, every Bible will incur a rebind charge. The typical rebind fee for most Bibles is $25 or $50. The first hour to prepare your Bible's pages and spine for rebinding is included in the Rebind Fee of $50. If your Bible’s pages and/or spine take longer, any additional time needed beyond that initial hour is charged at $40 per hour. The most common reasons for extra charges include: many pages/sections are loose or coming out; you have poured glue down the spine; you have taped a number pages; there is water damage; there are a lot of rips or tears in the pages, you would like us to remove the book marker tabs; or there are an excessive number of folds or “dog-eared” pages (this affects the binding process as the Bible isn't flat anymore for the pressings). Please check all of the following that apply to your Bible:**

**[ ] You have poured any type of glue down your spine or in-between your pages.**

**[ ] You have put any type of tape on your pages.**

**[ ] You have book tabs you would like removed and the rips fixed.**

**[ ] You have an excessive amount of folded or dog-eared pages.**

**Once we receive your Bible, we will call to discuss its condition and provide an estimate before starting.**

**ENDSHEETS:** **[ ] $20 Endsheets are the heavier, usually coated paper of a different color attached to the inside of the front and back covers. These are essential to the binding process and the longevity/strength of the Bible. Please note that your Bible will require new endsheets if it is a hard cover, it has a construction-type paper instead of a heavier-duty coated paper, or if your existing endsheets have rips or tears. Though we can re-use some endsheets, about 95% of the Bibles we work on will need new ones. We do all we can to keep any page with written notes.**

**RIBBONS:** **[ ] $2 per ribbon. Number of ribbons requested:**

**Please note: your original ribbons will come off with the old glue. We will confirm colors over the phone.**

**Colors Available: White, Cream, Lt Brown, Dk Brown, Sage Green, Maroon, Steel Blue, Black, Pewter, Silver, Gold, Copper, Fuchsia Pink, Bubble Gum Pink, Lt Pink, Teal, Lt Teal, Royal Blue, Royal Purple, Lilac, Bright Red, Bright Orange, Bright Green, Bright Yellow.**

**ADDITIONAL BLANK PAGES:** **[ ] $10/set; number of sets requested:**     **[ ] front****[ ] back****[ ] both**

**One “set” of blank pages = 4 page faces (1 sheet of paper folded and stitched into the spine) or 8 page faces (2 sheets of paper folded and stitched into the spine) at the front OR back. To understand page “faces,” think about how pages are numbered, and count one page face for each page number. Example, starting from page 1, on the backside of that will be page 2. The next page will be 3 and on the backside of that will be page 4. Details will be confirmed by phone. If you would like 4 blank pages at the front and 4 blank pages at the back, that would be 2 sets.**

**SPECIAL PAGES:** **[ ] $20 each; number requested:**       **This option allows you to add special pages to your Bible with pictures (family, wedding, engagement, kids, grandkids, etc), favorite verse (with or w/out background), notes (wedding vows, graduation letter or a personal message). We will confirm details by phone.**

**PEN HOLDER:** **[ ] $10 each; number requested:**

**HAND-STITCHING: We can stitch your Bible’s perimeter which entails hand-hammering every hole and hand-stitching it. Thread color will be confirmed by phone. The cost for hand-stitching is based on Bible size, so please select the size you believe best describes your Bible. We highly recommend hand-stitching if you are selecting one of our ‘distressed leathers’.**

**[ ] Small ($42.50-$45)** **[ ] Medium ($47.50-$50)** **[ ] Large ($52.50-$55)** **[ ] Extra-Large($57.50 and up)**

**[ ] Double row of stitching (2X stitching price)** **[ ] Hand Stitching on Straps ($15 per strap)**

**POCKETS:** **[ ] $20/per double-sided fabric suede pocket; number of pockets requested:**

**\* Selecting this option also requires selection of the Hand Stitching option, above, as that is how the pockets are attached to the Bible. Pockets are attached to the inside of the front and back covers. If only having one pocket, it will be placed at the front. Pocket colors are black or light tan.**

**[ ] Straight (Stitched on 3 sides)**

**[ ] Angled (Stitched on 2 sides)**

**CUSTOM BURNWORK: Burns will be BLACK or DARK BROWN depending on leather - not gold or silver embossment. Burnwork can be placed on the outside of the Bible, the outside or inside of a flap, or even on a light tan pocket. Font style and location of burnwork to be confirmed by phone.**

**[ ] Name ($15) Please print this exactly as you want it to appear:**

**[ ] Other ($40/hour) Please include a design picture, or give a brief description:**

**EXPEDITED SERVICE:** **[ ] Add 20% to the total cost of your Bible. The whole process normally takes about 6 weeks. If you need or want your Bible back sooner, we offer a 2-3 week guarantee (not including shipping times).**

**LEATHER JOURNAL:** **[ ] $60. Leather cover with replaceable journal.**

**[ ] Add flap ($10) [ ] Add name ($15) [ ] Add Penholder ($10)**

**Leather/Stitching/Style to be confirmed by phone.**

**CUSTOM BIBLE WORK, OR OTHER LEATHER ITEMS: This could include things like an incorporated notepad holder, outside pockets, straps, handles, wraps, or a unique leather item that isn’t part of your Bible. We offer a 10% discount on all leather goods when purchased with Bible rebinding service. We will confirm the details over the phone. Please describe what you are envisioning:**

**I authorize Preserve The Word to perform the requested work on my Bible. I understand that this form is designed as an estimating tool, and that Preserve The Word has the right to determine the correct size, need, and price for repair, as appropriate. I agree to pay Preserve The Word for all work authorized on this form, as well as any additional fees agreed upon by phone, email, or other form of written communication.**

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**Signature Date**