

Customization Options

Go the extra mile for your clients by conveniently drop shipping food gifts to individual recipients within the United States or add a greeting card.

STOCK GREETING CARDS

We offer a variety of enclosure cards for your gifts. Your message (and logo, if you wish) will be printed on the inside of the cards. Please limit word count for messages to 30 words for cards without a logo or 15 words for cards with a logo. Contact Customer Service for pricing.

Black and white logos can be added toward the bottom of the card beneath your message for an additional charge. If layout is not specified, factory will use its best judgment.

Proofs are sent on all layouts that are deemed questionable and order will be placed on hold until the proof is approved.

Cards are printed in *Times New Roman Italic* font with black ink.



Item# CD1



Item # CD2



Item# CD3



Item# CD4



*Please specify which stock card item number to use when placing your order. If no card design is designated on order, blank cards will be used with your message printed inside

- We will insert your cards at no charge (as long as all cards are identical and are provided in advance).
- If cards must be matched to individual recipients, or if only certain packages get cards, a fee of \$2.50 per card will be added.
- If cards must be enclosed in envelopes you provide, a fee of 75¢ per card will be added.

- HALO will use its best efforts to accommodate customer supplied cards that exceed gift dimensions; folding or bending of cards may be required. Contact Customer Service for gift dimensions.
- Please include 5 extra cards per order. If enough cards are not provided for your order, we will provide our stock card an additional charge. Contact Customer Service for pricing.

continued

DROP SHIPPING

Standard Shipping

HALO.com uses UPS; you may use HALO's shipping services (UPS) or you may supply your own shipper number for your shipper of choice.

- Addresses must contain name, street address, apartment or suite number, city, state, and correct ZIP code.
- UPS and Federal Express will not deliver to PO boxes.
- If shipping to a residence, UPS and FedEx typically add a residential delivery surcharge.

Individual Drop Shipments

For extra convenience, your gifts can be shipped individually to each recipient within the United States. Contact Customer Service for pricing

Please verify all addresses for accuracy. While we are pleased to guarantee our products, we cannot guarantee or credit products lost, spoiled or returned because of inaccurate or incomplete shipping addresses

Correct Format for Electronic Lists

To simplify the preparation of your drop shipping list, please download our pre-formatted spreadsheet.

- Lists containing more than one recipient per address location will be considered and prepared as Individual Drop Shipments.
- If supplied list does not match the quantity on the purchase order, HALO will adjust order quantity to match the quantity on the shipping list.