

Fully Custom Wedding Stationery Guide



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INTRODUCTION

Robinson Creative House believes in intentional and well-curated wedding stationery from start to finish. Being a boutique design studio allows us to specialize in all things quality; the quality of our relationships, the quality of the design process, and of course the quality of our materials.

To us, designing wedding stationery is far more than just putting "pretty things" on paper. We take pride in working alongside our clients, not just for them. Even in the first moment a guests open their Save the Date, we want them to feel how much thought and creativity went into the mailing. That's why we have spent years tailoring our design process, our vendor list, and how we ultimately run our business. Here's how we stand out:

Quality over Quantity: From the first consultation through the last Thank You Card, we truly believe in this sentiment. That's why only take handful of fully custom clients a year...so we can give each and every one of our couples the full-service, VIP experience.

Uniquely Custom: Creating a balance between artfully executed paper goods and a seamless design process is an art form in itself. That's why all of our design work is custom - from original watercolors and line illustrations, to handlettered fonts and locally sourced materials, no one else will be able to purchase the elements that we create for you!

Collaborative: Even upon signing the contract, we begin a design process that includes our couples. We breakdown timelines, send shared questionnaires, allow revisions and explain why (maybe sometimes too much in depth!) of each design choice we made.





SAVE THE DATES

Save the Dates are the first glance of what guests will expect the wedding to be like! Our job is to meld everything from your wedding color palette to the buildings architecture to ensure we are building a cohesive "wedding brand" up front.

Just like businesses, we strive to provide a "wedding branding guide" from the very beginning that captures the essence of all the design details. We create multiple monograms, pull color profiles and archive everything from typography selections to materials choices. So moving forward, guests will be identify a cohesive "wedding brand" throughout all the wedding pieces.

Timeline

6-8 WEEKS

From initial "branding" sign off to mailboxes. Does not include specialty printing timelines (which can add about 2 weeks) and/or added upgrades shipping times. Please see our FAQ section to see how early you should book!

Investment

OUR STUDIO MINIMUM: \$1500

Includes all design, project management, digitally printed goods, materials, postage, assembly and mailing.

OUR AVERAGE CLIENT INVESTMENT: \$2200

We will present designs within the allocated budget, but also showcase optional design choices like upgraded print techniques, embellishments and more. We find that adding a couple special touches goes a long way!

THE FINE PRINT

We have a minimum studio "design fee" that covers initial design deep dive in creating the branding guidelines throughout the rest of the suite. All quotes presented are flexible and can even change during the design process. We will always communicate scope changes that affect the budget before we print or order any materials.





WEDDING SUITES

Wedding suites are our bread and butter.

While we do a wide range of "styles" there are a few things we don't compromise on - our print vendors, the quality of our materials, and our finishing touches.

We will take the pre established "branding" we created during the Save the Dates stage, and mold it into a full wedding suite. Initially we will send over a questionnaire that collects all the information for the pieces you need, but always leave room for flexibility. We offer everything from helping our couples word-smith difficult phrases (ahem, no kids, please!) to spell checking, grammar, and be part of the design process. We pride ourselves on being able to balance custom service, the behind-the-scenes logistics, and a finished suite that is full of exquisite details!

Timeline

10-12 WEEKS

From initial contract/quote sign off to having finished suites ready for mailing. This timeline can fluctuate based on the number of custom made items and level of embellishments. We will work with our couples to establish a timeline up front to be sure we are hitting deadlines on our end.

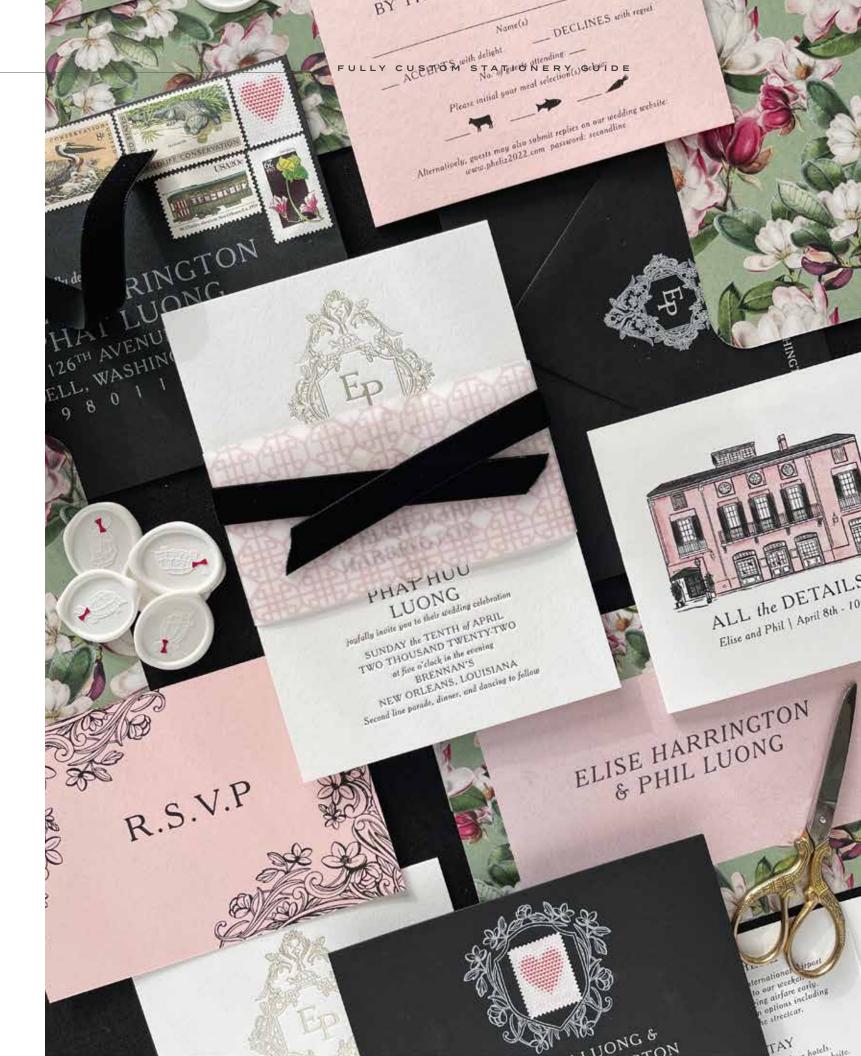
Investment

OUR STUDIO MINIMUM: \$3500

Includes all design, project management, digitally printed goods, materials, postage, assembly and mailing. Does not include added embellishments and/or specialty print techniques.

OUR AVERAGE CLIENT INVESTMENT: \$5500 - \$7500

Like the Save the Dates, we will present some specialty touches that can alter the final budget, but they are always optional. This cost usually always includes added inserts like Rehearsal Dinner invitations, schedules/itineraries, varying print versions of RSVP cards, and more. If you'd like a detailed quote, please refer to our FAQ page to learn what to include in your initial inquiry!













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DAY-OF MATERIALS

The day of stationery is the ultimate finale! From menus, programs, place cards and table numbers, we don't miss a detail.

Once the big day arrives, it's important to think about how to integrate all the designs from the wedding branding into all the day-of goods. This can include everything from the an acrylic welcome sign to engraved wood bar signage to even custom stamped leather menus.

We work with all our clients to make sure they can improve both the logistics of the evening (hello well-organized escort display!) AND elevate the wedding branding one more time (hello custom foiled cocktail napkins!). Below is a list of what we offer. On the following pages you can see examples of some of our work.

DIRECTIONAL SIGNAGE

Parking display boards, custom cut arrows, restroom signage, valet service signs, etc.

WELCOME SIGNS

We can offer materials such as fabric, wood, acrylic, printed, framed, and more. We do not offer signage holders - wood frames or floor displays, but can help source them!

MISC. TABLETOP SIGNAGE

Cards and gifts, guestbook, reserved, memory signs, etc.

CEREMONY PROGRAMS

Single sheet, booklets or larger ceremony itinerary signs. Various materials for these are available.

ESCORT CARDS

While we don't offer full display build outs, we can provide items to go on a larger display like cards, tags, vinyl cut names, etc.

TABLE NUMBERS

Printed, handlettered on wood, acrylic, fabric and more. We will work with the planners to create a full tablescape design.

DINNER MENUS

Printed in any shape or size and we can work with the planners to coordinate the full tablescape design.

PLACE CARDS

Can be separate or combined with dinner menus - we offer all materials like sea glass, leather, fabric, vellum, acrylic and more.

BAR MENUS

We can separate cocktail hour menus from full top shelf service and coffee and tea service.

BAR ACCESSORIES

Bar napkins, custom coaster, etc.

....AND MORE!





FREQUENTLY ASKED QUESTIONS

HOW LONG IN ADVANCE SHOULD I REACH OUT TO BOOK STATIONERY?

The truth? As soon as possible!

Robinson Creative House typically books about 10-12 months in advance of any wedding date. This is so we have some extra time to set up the respectable "design branding guide" before hitting any print deadlines. So while we encourage newlywed couples to reach out early, here are our some of our recommended timelines:

Save the Dates - Contact us 12-14 months in advance of the wedding, but we only need about 6-8 weeks before the ideal *send date.

Wedding Suite - Again, contact us 12-14 months in advance of the wedding, but we only need about 10-12 weeks before the ideal *send date.

Day-of Wedding - Oh, wait you guessed it...Contact us 12-14 months in advance of the wedding, but we only need about 5-7 weeks before the ideal **in-hand date.

*Send date: When they are physically in mailboxes

**In hand date: At least 7-10 business days before the wedding

HOW MUCH SHOULD I BUDGET FOR ALL MY STATIONERY NEEDS?

We love to design around parameters that allow us to create something that is truly unique, no matter the print technique or embellishment type.

So while we do not turn anyone away with a lower budget, we will ask our clients to explicitly express their priorities when working with us! Here are some typical Robinson Creative House client budgets for each stage:

Save the Dates - Contact us 12-14 months in advance of the wedding, but we only need about 6-8 weeks before the ideal *send date.

Wedding Suite - Again, contact us 12-14 months in advance of the wedding, but we only need about 10-12 weeks before the ideal *send date.

Day-of Wedding - Oh, wait you guessed it...Contact us 12-14 months in advance of the wedding, but we only need about 5-7 weeks before the ideal **in-hand date.

CAN/SHOULD I PROVIDE DESIGN INSPIRATION OR A DESIGN BOARD?

We pride ourselves on being able to merge the impossible. We can take any wedding design vision and balance it with the natural surroundings of the destination to create something unique, intentional and elevated. So while we LOVE a good Pinterest board, our favorite way to design is to independently research and pull all the details surrounding your special day! This can includes things like:

- The Time: The month or season the wedding is taking place (Spring, Summer, Winter, Fall)
- The Location: The city or town's aesthetic surroundings, like vegetation, culture or building architecture
- The Venue: Any intricate interior design details like flooring, moldings, carpet patterns, wallpaper, colors and more
- The Couple: Family history (names, crests, or lineage) or any special details to include like pets or memories.

WE SAW A DESIGN WE LIKED ELSEWHERE, CAN YOU RECREATE IT?

The short answer is....NO.

We take design integrity very seriously and will never identically copy another artists' work. Instead, we will ask what you liked about the design... was it the color palette, the print technique, or even the unique details.. We are confident we can make something as uniquely beautiful without having to replicate someone else's work!

WHAT WILL WORKING WITH YOU LOOK LIKE?

From the very beginning, we make sure all of our clients are getting the attention they deserve. This is why Robinson Creative House only takes on a **maximum of 12 fully custom wedding clients a year....** which is our way of focusing our attention to the things that matter - communication, collaboration and an experience that is fun and enjoyable!



FREQUENTLY ASKED QUESTIONS (CONT.)

DO YOU WORK WITH CLIENTS OUT OF THE STATE/COUNTRY?

Yes, all the time!

It does take a little bit longer to go through the process (hello time zones!), but we love working with clients worldwide. If you are an international client, please add about 2 months onto the timeline for design and shipping.

DO YOU REQUIRE A CONTRACT OR DEPOSIT?

Yes. Once the initial consultation is complete and the general budget/quote is approved, a contract and design deposit will be send electronically.

A contract signature is required to solidify the project date/timeline and the design deposit is required to jump start any design work.

DO HAVE ANY ADDITIONAL FEES?

When we send our initial quote it does not include tax, shipping or any expedited shipping services. But, we will always send multiple, updated quotes during the design process and scope and/or materials change. Before we send anything to print, we include all necessary taxes and shipping fees to you have the full (and final) cost before payment.

WHAT TYPES OF PAYMENT DO YOU ACCEPT?

We will send an invoice via our CRM system, Dubsado, which allows payment through any credit or debit card. Please note that we do not begin any design or material ordering unless payments are made in full.

- IF YOU THINK WE'RE A GOOD FIT, HERE'S WHAT HAPPENS NEXT....

We set up a consultation either by phone or video chat. The main focus is to gain enough information for us to appropriately quote the project and collect all the specific design inspiration. We hope to learn everything about you as a couple, your event details, and define your primary stationery goals.

We send over a complimentary design deck, that captures the essence of the intentional "wedding branding" direction we are headed in. Included will be a quote that reflects the specific quantities, paper choices, printing techniques and embellishments we discussed during the consultation.

If the aforementioned items are approved, we will send over our Custom Stationery contract, and our required design deposit in order to confirm your spot in our calendar! Once signed and paid, all the forms and templates we use to gather the necessary content will be sent so that design can begin.

Once designs are complete, we will share a digital mock-up with all the individual suite details; paper size and color, print technique, illustrations, optional upgrades, etc.. We allow five rounds of editing (content, grammar, word-smithing) to ultimately land on a final, approved design.

Everything gets moved into pre-press for our vendors and suppliers! At this time the final invoice will be sent that includes all printing and material charges, plus all necessary taxes and shipping fees. Here is where we will communicate our final "mailbox drop date" so that you can be ready for a flood of texts and calls from loved ones!





