

ALMY POLICIES & ORDERING INFORMATION



GUARANTEE AND RETURNS Since 1892, we have served the church and clergy with this simple policy: we want you to be satisfied with anything you order from Almy. QuikShip items that have not been customized with engraving or embroidery may be returned for any reason for exchange or refund. Items that have been custom-made (including non-stock garment sizes) or customized may be returned for alteration or exchange if they are defective or do not conform to your order specifications.

Returns are free for products that do not conform to order specifications or are defective. Customers who use our prepaid ARS label to return products that are not defective and are made to order specifications will have \$9.00 deducted from any credit or refund that may be issued.

This guarantee and return policy is not applicable to non-church related customers who have purchased products for one-time use. Any return from these customers must be authorized in advance — please call us at 1-800-225-2569.

GIFT CERTIFICATES Many Almy products make fine gifts. If you can't decide what to give, send an Almy Gift Certificate. Certificates are available in any amount over \$10. We create a custom document with the names of the recipient and donor, and an optional message. We can send the certificate by email or by postal mail with a catalog. Certificates can be used for new purchases by mail, phone or on almy.com.

PRICES Prices are subject to change before the end of this catalog's term on August 18, 2020. In that case, we will contact you for approval before shipping.

DELIVERY AND BACK ORDERS Most orders for QuikShip items are shipped the same day we receive your order. Orders for custom made items, or for QuikShip items that are temporarily out of stock are acknowledged promptly with the expected delivery date.

PAYMENT We accept checks, money orders, Almy Gift Certificates and major credit cards (Visa, MasterCard, Amex, Discover.) Credit cards are charged at the time of shipment only for the value of the shipment. USA and Canadian customers without an Almy Account, and all other international customers, are asked to prepay their orders in full.

SALES TAX In conformance with the Supreme Court's June 2018 ruling in South Dakota v. Wayfair, we collect and remit sales tax on orders delivered to ME and NY where we have facilities, and to states that require out-of-state merchants to do so. Where allowed by law, we will exempt churches from tax if we have a tax exempt certificate on file.

DAMAGE CLAIMS Be sure to open your package promptly and inspect for shipping damages. If merchandise is damaged, save all packaging materials and call us at 1.800.225.2569. We will help with additional instructions, and provide a speedy exchange.

ALMY ACCOUNT Almy charge accounts are available to recognized organizations in the USA who have prepaid at least one order and provided an approved credit application. Visit www.almy.com/resources/documents to download an application form. Charges to an Almy Account are payable within 30 days from the date of invoice.

DELIVERY

HALF OFF DELIVERY FOR PREPAID ORDERS

Ground Delivery to USA and Canada is half off when you prepay your order!

DELIVERY CHARGES FOR ALMY PRODUCTS, EXCEPT KERRYLIQUID for KerryLiquid see the next table.

Value of Merchandise	USA		CANADA		ALL OTHER INTERNATIONAL
	Prepaid	Postpaid	Prepaid	Postpaid	3 Day Service
	Ground Service via FedEx or Parcel Post 2-7 Days				
Up to \$40.99	\$ 7.25	\$14.50	\$ 21.50	\$ 43.00	\$ 57.00
\$ 41 to \$100.99	\$ 9.75	\$19.50	\$ 29.00	\$ 58.00	\$ 74.00
\$101 to \$200.99	\$12.50	\$25.00	\$ 36.50	\$ 73.00	\$ 90.00
\$201 to \$300.99	\$14.50	\$29.00	\$ 43.00	\$ 86.00	\$101.00
\$301 to \$400.99	\$18.00	\$36.00	\$ 52.50	\$105.00	\$117.00
\$401 to \$700.99	\$27.50	\$55.00	\$ 77.00	\$154.00	\$159.00
\$701 to \$1,000.99	\$35.00	\$70.00	\$ 99.00	\$198.00	\$202.00
\$1,001 and up	\$42.50	\$85.00	\$113.00	\$226.00	\$239.00
Expedited Service, For Prepaid and Postpaid Orders, add to Ground Charges above					
<i>Expedited delivery provided by FedEx. Street address is required.</i>	3-Day \$32.00		2-5 Day \$50.00		<i>International customers are responsible for local taxes, tariffs and customs clearance fees.</i>
	2-Day \$44.00				
	1-Day \$61.00		1-3 Day \$66.00		
	Sat 1-Day \$90.00				

DELIVERY CHARGES FOR KERRYLIQUID

The value of KerryLiquid is not counted in the calculation of regular delivery charges in the table above. Rather, the charges below will apply to each unit of liquid ordered and will be added to those for other merchandise. Remember, you'll get half off all Ground delivery if you prepay your order.

GROUND DELIVERY TO USA — for international deliveries, please inquire

Product Code	Name	USA	
		Prepaid	Postpaid
KL2104	Case of four 210 hr bottles	\$ 9.50 ea.	\$19.00 ea.
KL21012*	Case of twelve 210 hr bottles	\$13.00 ea.	\$26.00 ea.
KL2025*	Case of twenty-five 20 hr cans	\$ 9.50 ea.	\$19.00 ea.
KL7025*	Case of twenty-five 70 hr cans	\$14.00 ea.	\$28.00 ea.
KL25002N*	Case of two 2500 hr containers	\$21.00 ea.	\$42.00 ea.

* Other KerryLiquid products are simply multiples of these packages and delivery charges are computed accordingly. Additional charges apply for expedited or international delivery — please inquire.

TO ORDER OR CONTACT ALMY

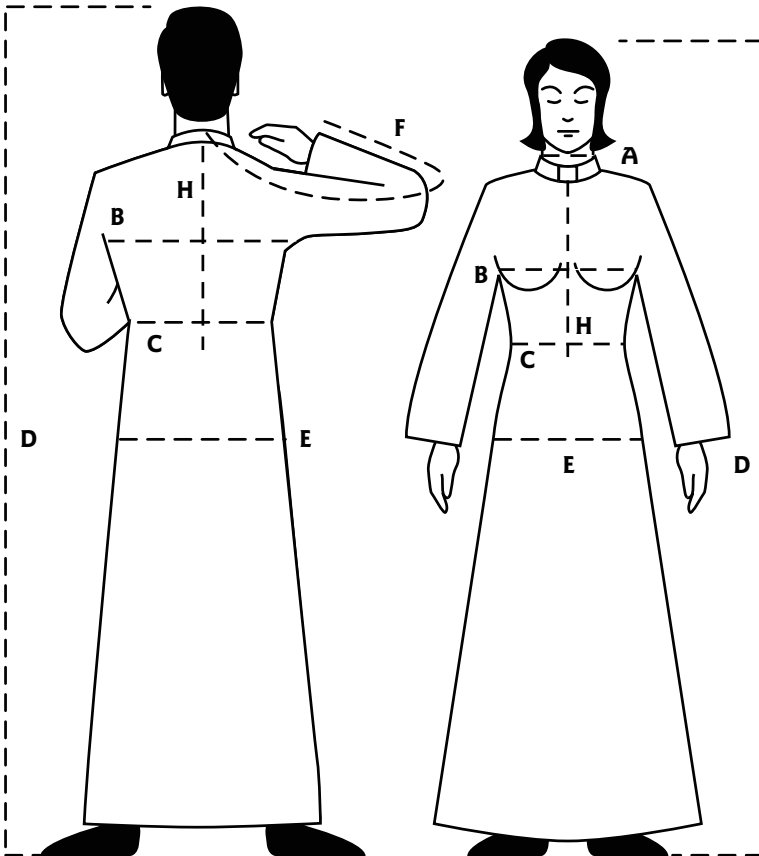
Phone
Monday thru Friday:
USA & Canada 1.800.225.2569
International +1.203.531.7600

Fax
USA & Canada 1.800.426.2569
International +1.203.531.9048

Retail Showroom
28 Kaysal Court
Armonk, NY 10504
Mon – Fri, 10 AM – 5 PM
(for directions: www.almy.com/visitalmy)

Email almyaccess@almy.com
Web www.almy.com

ALMY MEASURING GUIDE



PERSONAL MEASUREMENTS

For good, comfortable fit, please provide current **measured** body dimensions. Have your measurements taken by another, using the guidelines below — do not measure yourself. Almy reserves the right not to accept returns of custom-made items accurately tailored to measurements supplied by customers. We are pleased to provide complimentary measuring tapes, on request.

A NECK

Wrap a tape measure around the base of your neck, where a shirt collar would close. Inches, to the next half inch = size.

B CHEST/BUST

Wrap a tape measure around the fullest part of your chest, keeping the tape under arms and across shoulder blades. Wrap loosely, with a couple of fingers between tape and body. (Ladies, note that bra size is not bust size — please measure for accurate size.) Inches = size.

C WAIST

Measure at level of bellybutton (above usual waistline, particularly for men), over a shirt. Measure “loosely”, with a couple of fingers under the tape. Inches = size.

D HEIGHT

Stand in stocking feet with heels and back against wall. Mark height on wall and measure from mark to floor. Inches = height.

E HIP

Measure around fullest part of hip and seat. Measure “loosely”, with a couple of fingers under the tape. Inches = size.

F SLEEVE

Measure from center back of neck, over shoulder to wrist bone. Inches = size.

H FRONT LENGTH

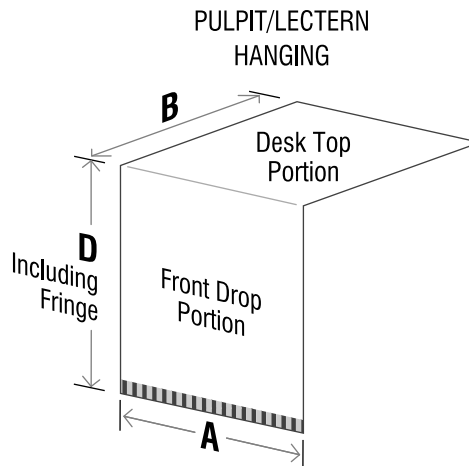
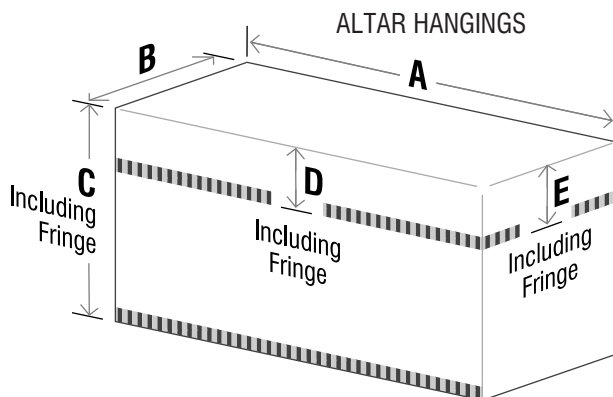
Measure from base of collar down front to the bottom of the belt line or waist. Inches = size.

SANCTUARY FURNISHING MEASUREMENTS

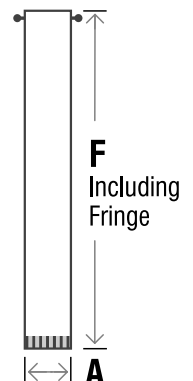
Please measure your altar, pulpit and other furnishings, not existing hangings. To insure accuracy please take all measurements twice, and measure to nearest 1/4". For altar tops which are neither square nor rectangular, please send a full size pattern of altar top. Thank you.

ALTAR HANGINGS

Give full dimensions for altar (A, B) plus measurement for front (C, D, F) and/or side drop (E) including fringe for superfrontal, altar cover, communion table runner.



BIBLE MARKER





CM ALMY

28 KAYSAL COURT, ARMONK, NY 10504-1344
1.800.225.2569 FAX 1.800.426.2569 www.almy.com

Prices effective through August 18, 2020
Subject to change prior to that date.

CUSTOMER Church/Institution Individual

Customer Number

Title (if individual) Name

Mailing Address 1

Mailing Address 2

City State Zip

DELIVER TO (if different from customer mailing address):

Name

At/Attn

Street

City State Zip

Daytime Phone E-mail

Person to Contact with Questions

Daytime Phone ()

E-Mail Address

Church Affiliation & Denomination

If Seminarian, Graduation Date & School Attending

PAYMENT INFORMATION
HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada

CHECK ENCLOSED ALMY 30-DAY CHARGE

Card No. Exp. Date Sec. Code

Name on Card

HAVE YOU MOVED RECENTLY? If so, Please indicate old address:

Street

City State Zip

CARD STATEMENT ADDRESS

Same as Customer Address Different Address (See Below)

Mailing Address

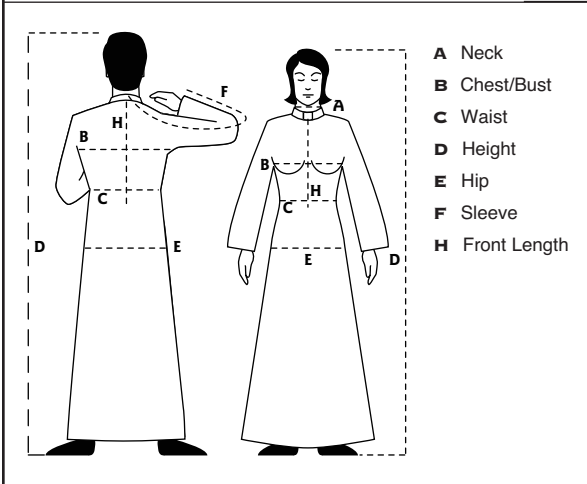
City State Zip

Signature

PRODUCT CODE	COLOR	SIZE CODE	DESCRIPTION	QTY	MEASUREMENTS								UNIT PRICE	TOTAL PRICE
					A	B	C	D	E	F	H			

MEMORIAL ENGRAVING & EMBROIDERY INFORMATION			
ITEM TO BE INSCRIBED	LETTERING STYLE	WORDING: PLEASE PRINT, WE WILL DETERMINE PROPER LOCATION AND LAYOUT, OR YOU MAY SPECIFY TO INDICATE END OF LINE, USE A SLASH	QTY OF LETTERS X PRICE PER LETTER = TOTAL MEMORIAL PRICE

ITEM TO BE ENGRAVED _____ **LOCATION** _____



MERCHANDISE AMOUNT	
DELIVERY <i>SEE POLICY CHART</i>	
SALES TAX	
ORDER SUB-TOTAL THANK YOU!	
PRE-PAYMENT/REMITTANCE AMOUNT	
BALANCE	

ALTAR RAIL & PEW CUSHIONS (SEE PAGE 89 FOR INFORMATION)

STYLE (CIRCLE CHOICE)

Tufted Altar Rail Cushion

Tufted Pew Cushion

Fabric _____ Color _____

Flameproofing _____ Scotchguard Finish _____

Angled or Curved Cushions? (Please Enclose Pattern) _____

Quantities

Measurements (Length X Width)

X

X

X

X

X

X

X

X

ENGRAVING ON METALWARE APPOINTMENTS

ITEM TO BE ENGRAVED _____

Location _____

LETTER STYLE:

Block Roman Old English

ABCD AA BB Aa Bb

Wording (please type or print)

ITEM TO BE ENGRAVED _____

Location _____

LETTER STYLE:

Block Roman Old English

ABCD AA BB Aa Bb

Wording (please type or print)

ENGRAVED PLATES FOR PORTABLE COMMUNION SETS, GOSPEL BOOK COVERS

ENGRAVED PLATE

SIZE: Width _____ Height _____

LETTER STYLE:

Block Roman Old English

ABCD AA BB Aa Bb

Engraved/Symbol _____

Engraved Border _____

Black-Filled Letters _____

Wording for Plate (please type or print)

ENGRAVED PLATE

SIZE: Width _____ Height _____

LETTER STYLE:

Block Roman Old English

ABCD AA BB Aa Bb

Engraved/Symbol _____

Engraved Border _____

Black-Filled Letters _____

Wording for Plate (please type or print)



CUSTOMER Church/Institution Individual

Customer Number
Title (if individual)..... Name
Mailing Address 1
Mailing Address 2
CityState Zip

DELIVER TO (if different from customer mailing address):

Name
At/Attn
Street
City State Zip
Daytime Phone E-mail.....

Person to Contact with Questions
Daytime Phone ()
E-Mail Address
Church Affiliation & Denomination
If Seminarian, Graduation Date & School Attending

PAYMENT INFORMATION

HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada

CHECK ENCLOSED ALMY 30-DAY CHARGE



Card No. Exp. Date Sec. Code
Name on Card

CARD STATEMENT ADDRESS

Same as Customer Address Different Address (See Below)

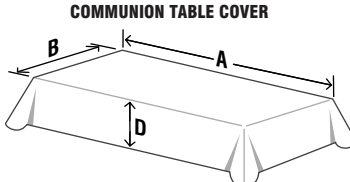
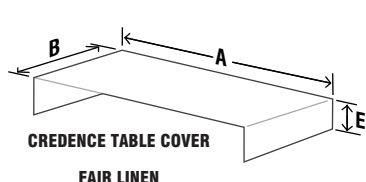
Mailing Address
City State Zip.....
Signature

HAVE YOU MOVED RECENTLY? If so, Please indicate old address:

Street
CityState Zip

ALTAR & COMMUNION LINENS (PAGES 82-87)

PRODUCT CODE	EMBROIDERY DESIGN NO.		DESCRIPTION	CENTER CROSS FRONT CENTER OR DEAD CENTER	MEASUREMENTS					QTY	PRICE	
	ALTAR TOP	END DROP			A	B	D	E	F			



MEASUREMENT KEY

- A ALTAR TOP, SIDE-TO-SIDE
- B ALTAR TOP, FRONT-TO-BACK
- D FRONT DROP LENGTH, ALTAR TOP-TO-HEM
- E END DROP LENGTH, ALTAR TOP-TO-HEM
- F OVERALL LENGTH, A+E+E

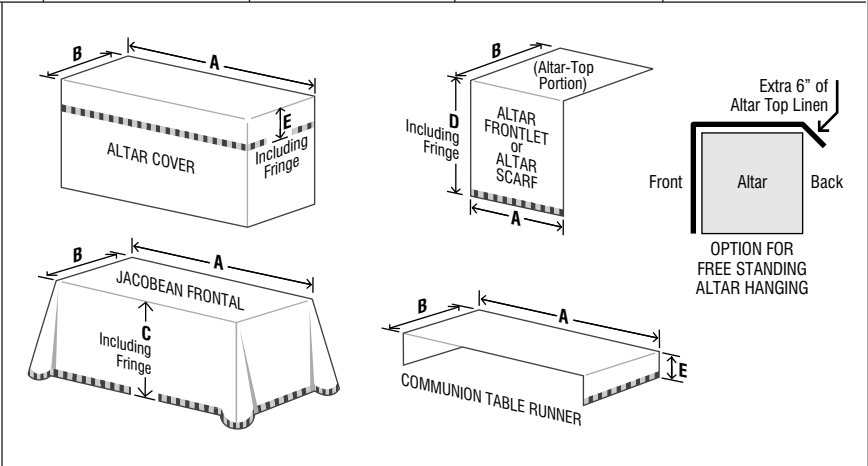
STEPS IN DESIGNING & ORDERING	JACOBAN FRONTAL (PAGE 55)	COMMUNION TABLE RUNNER (PAGE 59)	ALTAR COVERS (PAGE 59)	ALTAR FRONTLETS (PAGE 56)	ALTAR SCARVES (PAGE 56)
1. Fill in PRODUCT CODE for basic item					
2. Choose STYLE or QUANTITY (circle choice)	3 SIDED 4 SIDED		FRONT DROP ONLY 3 SIDED 4 SIDED	SINGLE OR PAIR	SINGLE OR PAIR
3. MEASUREMENTS Use drawings below as a guide, please provide exact measurements for item being ordered Note: Be sure to give all requested measurements so that symbol can be properly centered on "DROP" portion of hanging.	A _____ IN. B _____ IN. C _____ IN.	SEE NOTE A _____ IN. B _____ IN. E _____ IN. E+A+E _____ IN.	SEE NOTE A _____ IN. B _____ IN. E _____ IN.	SEE NOTE A _____ IN. B _____ IN. D _____ IN.	SEE NOTE A _____ IN. B _____ IN. D _____ IN.
4. For free standing altars , should Almy furnish an extra 6" of altar top linen to drop behind altar & hold hanging in place?	YES NO		YES NO	YES NO	YES NO
5. Indicate FABRIC (see pages 64-70)					
6. State COLOR of item					
7. If traditional Damask (see pages 64-65, 67-70) indicate PATTERN					
8. Choose LINING COLOR (circle or indicate choice)	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____
9. Choose FRINGE STYLE NO. & COLOR (pages 64-70)	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____
10. SYMBOLS (see pages 74-79 for choices, prices and Guide to Size Selection.) A. Indicate symbol no. & size (For Contemporary Symbols 74-75, please submit color specifications if other than Gold/Silver combination) B. Select Method A or Method B (see page 78) of Applying Traditional Appliques (circle choice)	FRONT DROP NO. _____ SIZE _____ x _____ BACK DROP NO. _____ SIZE _____ x _____ METHOD: A B	END DROP NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	FRONT DROP CENTER: NO. _____ SIZE _____ x _____ ENDS: NO. _____ SIZE _____ x _____ BACK DROP CENTER: NO. _____ SIZE _____ x _____ ENDS: NO. _____ SIZE _____ x _____ METHOD: A B	FRONT DROP NO. _____ SIZE _____ x _____ ENDS: NO. _____ SIZE _____ x _____ METHOD: A B APPLIED UNAPPLIED	FRONT DROP NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B
11. ORPHREY BANDINGS (see pages 71-73 for choices, design suggestions, and prices) A. Indicate banding number B. State banding color C. Indicate banding arrangement for item ordered (see pages 55, 56, 59)	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____		NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____
12. MEMORIAL INSCRIPTION for this item? If "Yes", specify wording below.					

MEMORIAL INSCRIPTION

ITEM: _____

COLOR: GOLD RED OTHER _____

WORDING: _____





CUSTOMER Church/Institution Individual

Customer Number

Title (if individual) Name

Mailing Address 1

Mailing Address 2

City State Zip

DELIVER TO (if different from customer mailing address):

Name

At/Attn

Street

City State Zip

Daytime Phone E-mail

Person to Contact with Questions

Daytime Phone ()

E-Mail Address

Church Affiliation & Denomination

If Seminarian, Graduation Date & School Attending

PAYMENT INFORMATION
HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada

CHECK ENCLOSED ALMY 30-DAY CHARGE

Card No. Exp. Date Sec. Code

Name on Card

HAVE YOU MOVED RECENTLY? If so, Please indicate old address:

Street

City State Zip

CARD STATEMENT ADDRESS

Same as Customer Address Different Address (See Below)

Mailing Address

City State Zip

Signature

STEPS IN DESIGNING & ORDERING FULL FRONTAL (PAGE 57)

1. Fill in PRODUCT CODE for basic item	
2. Choose STYLE (circle choice)	STYLE 1 2 3
3. MEASUREMENTS Use drawings below as a guide, please provide exact measurements for item being ordered. NOTE: be sure to give all requested measurements so symbol can be properly centered on "Drop" portion of hanging.	SEE NOTE A _____ IN. B _____ IN. C _____ IN. FOR STYLES 2&3 D _____ IN.
4. FOR FREE-STANDING ALTARS, should almy furnish an extra 6" of altar top linen to drop behind altar and hold hanging in place?	YES NO
5. Indicate FABRIC (see pages 64-70)	
6. Indicate COLOR	
7. If traditional Damask indicate PATTERN (pages 64-65, 67-70)	
8. Choose LINING COLOR (circle or indicate choice)	MATCHING GOLD OTHER
9. Choose FRINGE STYLE NO. & COLOR (pages 64-70)	Color

10. SYMBOLS (see pages 74-79 for symbol choices and prices. guide to size selection)

A. Indicate symbol no. & size (for contemporary symbols 74-75 please submit color specifications if other than gold/silver combination).

B. Select Method A or Method B (see page 78) of applying Traditional Appliques (circle choice)

11. ORPHREY BANDINGS (see pages 71-73 for choices, design suggestions, and prices)

A. Indicate banding number

B. State banding color

C. Indicate banding arrangement for item ordered (see page 57)

12. MEMORIAL INSCRIPTION for this item?
If "yes", specify wording on reverse side of page.

FULL FRONTAL CENTER:

NO. _____

SIZE _____ X _____

SUPERFRONTAL (STYLES 2&3) CENTER:

NO. _____

SIZE _____ X _____

ENDS:

NO. _____

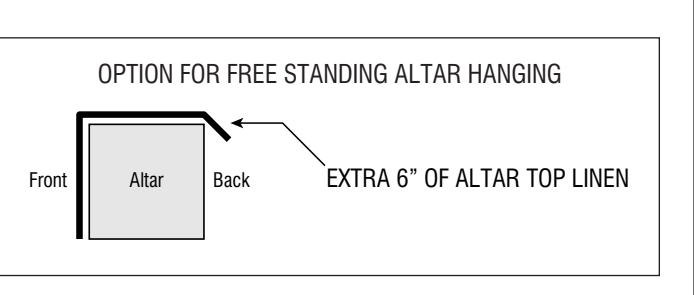
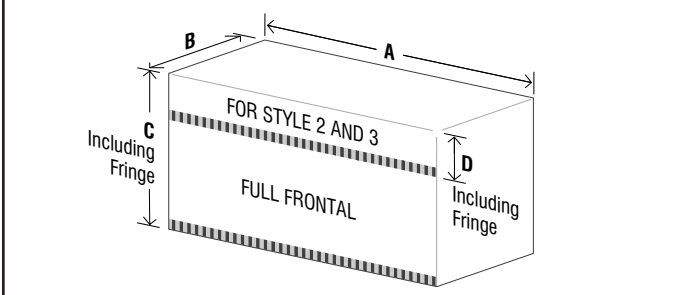
SIZE _____ X _____

METHOD: A OR B

NO. _____

COLOR _____

ARRANGEMENT _____



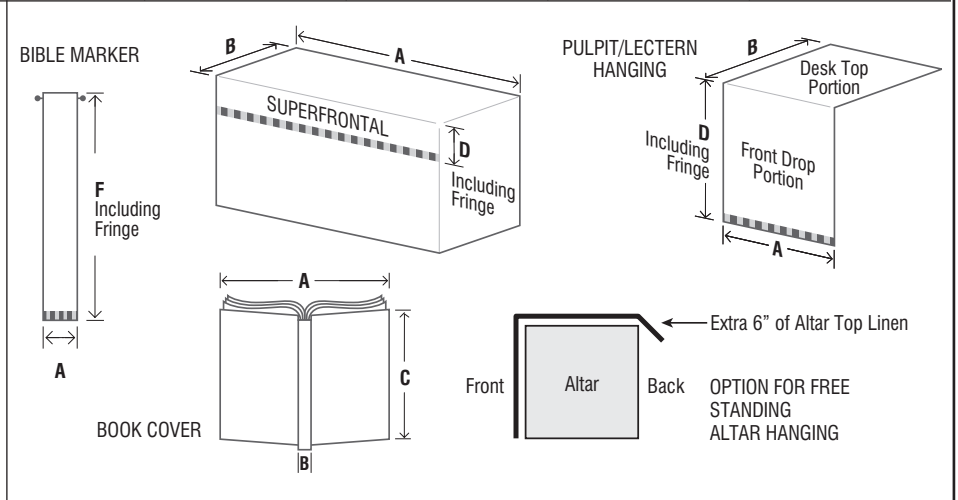
STEPS IN DESIGNING & ORDERING	SUPERFRONTAL (PAGE 55)	PULPIT HANGING (PAGE 58)	LECTERN HANGING (PAGE 58)	BIBLE MARKER (PAGE 58)	BOOK COVER (PAGE 60)
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1. Fill in PRODUCT CODE for basic item					
2. Choose QUANTITY (circle choice)				SINGLE OR PAIR	
3. MEASUREMENTS Use drawings below as a guide, please provide exact measurements for item being ordered <i>NOTE: Be sure to give all requested measurements so that symbol can be properly centered on "DROP" portion of hanging.</i>	SEE NOTE A _____ IN. B _____ IN. D _____ IN.	SEE NOTE A _____ IN. B _____ IN. D _____ IN. B+D _____ IN.	SEE NOTE A _____ IN. B _____ IN. D _____ IN. B+D _____ IN.	STANDARD IS 4"X36" IF OTHER SIZE IS DESIRED, STATE: A _____ IN. F _____ IN.	EPISCOPAL GOSPEL BOOK CATHOLIC GOSPEL BOOK LUTHERAN LECTIONARY OTHER — please specify: _____ A ____ B ____ C ____
4. FOR FREE STANDING ALTARS , should Almy furnish an extra 6" of altar top linen to drop behind altar & hold hanging in place?	YES NO				
5. Indicate FABRIC (see pages 64–70)					
6. State COLOR of item					
7. If traditional Damask (pages 64–65, 67–70) indicate PATTERN					
8. Choose LINING COLOR (circle or indicate choice)	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	
9. Choose FRINGE STYLE NO. & COLOR (pages 64–70)	COLOR _____	COLOR _____	COLOR _____	COLOR _____	
10. SYMBOLS (see pages 74–79 for choices, prices, and Guide to Size Selection). A. Indicate symbol no. & size (For Contemporary Symbols 74–75, please submit color specifications if other than Gold/Silver combination) B. Select Method A or Method B (see page 78) of Applying Traditional Appliques (circle choice)	CENTER NO. _____ SIZE _____ x _____ ENDS NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ METHOD: A B	
11. ORPHREY BANDINGS (see pages 71–73 for choices, design suggestions and prices) A. Indicate banding number B. State banding color C. Indicate banding arrangement for item ordered (see pages 55, 58 and 60)	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	
12. Memorial Inscription for this item? If "Yes", specify wording below					

MEMORIAL INSCRIPTION
ITEM: _____

COLOR: GOLD RED OTHER _____


WORDING: _____





CUSTOMER <input type="checkbox"/> Church/Institution <input type="checkbox"/> Individual Customer Number Title (if individual)..... Name Mailing Address 1 Mailing Address 2 City State Zip	DELIVER TO (if different from customer mailing address): Name At/Attn Street City State Zip Daytime Phone E-mail
Person to Contact with Questions Daytime Phone () E-Mail Address Church Affiliation & Denomination If Seminarian, Graduation Date & School Attending	PAYMENT INFORMATION HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada <input type="checkbox"/> CHECK ENCLOSED <input type="checkbox"/> ALMY 30-DAY CHARGE <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Card No. Exp. Date Sec. Code Name on Card
HAVE YOU MOVED RECENTLY? If so, Please indicate old address: Street City State Zip	CARD STATEMENT ADDRESS <input type="checkbox"/> Same as Customer Address <input type="checkbox"/> Different Address (See Below) Mailing Address City State Zip Signature

STEPS IN DESIGNING & ORDERING	CLERGY STOLES (SHOWN ON PAGES 52, 54)				
1. Fill in PRODUCT CODE for basic item					
2. Choose STYLE (circle choice)	TRADITIONAL	GOthic	BROAD: MITERED NECK	BROAD: FITTED NECK	DEACON'S ANGLED SASH
3. Choose size (broad & deacon stoles, only)					
4. Indicate FABRIC (see pages 64-70)					
5. State Color of item					
6. If traditional Damask (pages 64-65, 67-70) indicate PATTERN					
7. Choose LINING COLOR (circle or indicate choice)	MATCHING OTHER _____ GOLD	MATCHING OTHER _____ GOLD	MATCHING OTHER _____ GOLD	MATCHING OTHER _____ GOLD	MATCHING OTHER _____ GOLD
8. Choose FRINGE STYLE NO. & COLOR (pages 64-70)	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____	NO. _____ COLOR _____
9. SYMBOLS (see pages 74-79 for choices, prices and Guide to Size Selection) A. Indicate symbol no. & size (For Contemporary Symbols 74-75, please submit color specifications if other than Gold/Silver combination) B. Select Method A or Method B (see page 78) of Applying Traditional Appliques (circle choice)	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B
10. ORPHREY BANDINGS (see pages 71-73 for choices, design suggestions and prices.) A. Indicate banding number B. State banding color C. Indicate banding arrangement for item ordered (see pages 52, 54)	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____
11. MEMORIAL INSCRIPTION for this item? If "Yes," specify wording on reverse side of form.					
12. STOLE LENGTH , if other than standard. Length for all stoles measured from center back of neck to desired front length, including fringe or tassels.	_____ IN. LENGTH EACH SIDE, INCLUDING FRINGE OR TASSELS	_____ IN. LENGTH EACH SIDE, INCLUDING FRINGE OR TASSELS	_____ IN. LENGTH EACH SIDE, INCLUDING FRINGE OR TASSELS	_____ IN. LENGTH EACH SIDE, INCLUDING FRINGE OR TASSELS	_____ IN. LENGTH EACH SIDE, INCLUDING FRINGE OR TASSELS

STEPS IN DESIGNING & ORDERING	CHASUBLE (PAGE 53)	DALMATIC (PAGE 54)	STOLE (PAGES 53)	MANIPLE (PAGE 53)	BURSE & VEIL (PAGE 60)
1. Fill in PRODUCT CODE for basic item					
2. STYLE and SIZE information (circle choice) A. Style of chasuble (page 53) dalmatic (page 54), stoles (pages 53, 54) and burse (page 60) B. Size of chasuble or dalmatic (pages 53, 54)	CHASUBLE GOTHIC SMALL MEDIUM LARGE AMPLE	DALMATIC RND COLLAR SQR COLLAR X-SMALL X-SMALL SMALL SMALL MEDIUM MEDIUM LARGE LARGE	EUCCHARISTIC STOLE (FOR CHASUABLE, SEE PAGE 51) DEACON STOLE (FOR DALMATIC, SEE PAGE 52)		BOOK BELLOWS
3. Indicate FABRIC (see pages 64–70).					
4. State COLOR of item					
5. If traditional Damask (pages 64–65, 67–70) indicate PATTERN					
6. Choose LINING COLOR (circle or indicate choice) A. Burse only (circle choice)	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____ WHITE LINEN OR AS ABOVE
7. TRIMMING INFORMATION A. Fringe or tassel style no. & color (pages 64–70) for stole/maniple B. Cording color (pages 64–70) for burse & veil			NO. _____ COLOR _____	NO. _____ COLOR _____	MATCHING GOLD OTHER _____
8. SYMBOLS (see pages 74–79 for choices, prices, and Guide to Size Selection). A. Indicate symbol no. & size (For Contemporary Symbols 74–75, please submit color specifications if other than Gold/Silver combination) B. Select Method A or Method B (see page 78) of Applying Traditional Appliques (circle choice) VESICA  Style 1 Style 2 Style 3	FRONT NO. _____ SIZE _____ x _____ BACK NO. _____ SIZE _____ x _____ METHOD: A B VESSICA NO. _____ COLOR _____ FABRIC _____	FRONT NO. _____ SIZE _____ x _____ BACK NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	NO. _____ SIZE _____ x _____ NO. _____ SIZE _____ x _____ METHOD: A B	BURSE NO. _____ SIZE _____ x _____ VEIL NO. _____ SIZE _____ x _____ METHOD: A B
9. ORPHREY BANDINGS (see pages 71–73 for choices, design suggestions and prices). A. Indicate banding number B. State banding color C. Indicate banding arrangement for item, ordered (see pages 53, 54 and 60).	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____
10. MEASUREMENTS for dimensions other than standard, please provide requested information.	BACK LENGTH _____ IN. WIDTH _____ IN.	BACK LENGTH _____ IN. WIDTH _____ IN.	LENGTH EACH SIDE _____ IN. WIDTH _____ IN.	LENGTH EACH SIDE _____ IN. WIDTH _____ IN.	BURSE STD 9"X9" _____ x _____ VEIL STD 24"X24" _____ x _____
11. MEMORIAL INSCRIPTION for this item? If "Yes", specify wording below					

MEMORIAL INSCRIPTION

WORDING: _____

ITEM: _____

COLOR: GOLD RED OTHER _____



CUSTOMER Church/Institution Individual

Customer Number

Title (if individual)..... Name

Mailing Address 1

Mailing Address 2

CityState Zip

DELIVER TO (if different from customer mailing address):

Name

At/Attn

Street

City State Zip

Daytime Phone E-mail

Person to Contact with Questions

Daytime Phone ()

E-Mail Address

Church Affiliation & Denomination

If Seminarian, Graduation Date & School Attending

PAYMENT INFORMATION
HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada

CHECK ENCLOSED ALMY 30-DAY CHARGE

Card No. Exp. Date Sec. Code

Name on Card

HAVE YOU MOVED RECENTLY? If so, Please indicate old address:

Street

CityState Zip

CARD STATEMENT ADDRESS

Same as Customer Address Different Address (See Below)

Mailing Address

City State Zip

Signature

COORDINATED SANCTUARY SETS (PAGES 2-31)

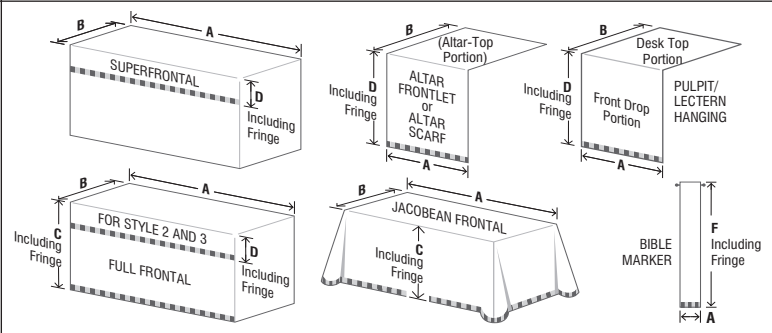
PRODUCT CODE	ALMY USE	SIZE	QTY	DESCRIPTION	FABRIC	MEASUREMENTS					UNIT PRICE	TOTAL PRICE
						A	B	C	D	F		

FOR HANGINGS FOR FREESTANDING ALTARS, SHOULD ALMY FURNISH AN EXTRA 6" OF ALTAR TOP LINEN TO DROP BEHIND ALTAR AND HOLD HANGINGS IN PLACE? YES NO


MEMORIAL EMBROIDERY INFORMATION

ITEM TO BE INSCRIBED	WORDING: PLEASE PRINT, WE WILL DETERMINE PROPER LOCATION AND LAYOUT, OR YOU MAY SPECIFY TO INDICATE END OF LINE, USE A SLASH	QTY OF LETTERS	PRICE PER LETTER	TOTAL MEMORIAL PRICE

ITEM TO BE EMBROIDERED _____ **LOCATION** _____



Merchandise Amount
Delivery SEE POLICY CHART ON PAGE 201
Sales Tax (NY, ME & CT deliveries only)
Order Sub-Total Thank You!
Pre-payment/remittance amount
BALANCE

STEPS IN DESIGNING & ORDERING	COPE (PAGE 51)	MITER (PAGE 50)	HUMERAL VEIL (PAGE 50)	FUNERAL PALL (PAGE 61)	ALTAR PILLOW (PAGE 137)
1. Fill in PRODUCT CODE if available					
2. Choose STYLE (circle choice)	SONORA GOTHIC CATHEDRAL	LINEN ORNAMENTED		ROUND CORNERS SQUARE CORNERS	
3. Indicate FABRIC (see pages 64–70)					
4. State COLOR of item					
5. If traditional Damask (pages 64–65, 67–70) indicate PATTERN					
6. Choose LINING COLOR (circle or indicate choice)	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	MATCHING GOLD OTHER _____	
7. TRIMMING INFORMATION A. Fringe and/or tassel, style no. & color (pages 64–70) for cope, miter. B. Cording or galloon style no. & color (pages 64–70) for pall, pillows.	FRINGE NO. _____ COLOR _____ TASSEL NO. _____ COLOR _____	FRINGE FOR LAPPETS NO. _____ COLOR _____		GALLOON NO. _____ COLOR _____	TASSELS NO. _____ COLOR _____ CORDING NO. _____ COLOR _____
8. SYMBOLS (see pages 74–79 for symbol choices, prices, and guide to size and selection). A. Indicate symbol no. & size (for contemporary symbols 74–75, please submit color specifications if other than gold/silver combination) B. Select Method A or Method B (see page 78) of Applying Traditional Appliques (circle choice) C. Specify vesica shape & color for cope or pall VESICA  Style 1 Style 2 Style 3	NO. _____ SIZE _____ X _____ METHOD: A OR B VESICA NO. _____ COLOR _____ FABRIC _____		NO. _____ SIZE _____ X _____ METHOD: A OR B	NO. _____ SIZE _____ X _____ METHOD: A OR B VESICA NO. _____ COLOR _____ FABRIC _____	
9. ORPHREY BANDINGS (see pages 71–73 for choices, design suggestions, and prices) A. Indicate banding number B. State banding color C. Indicate banding arrangement for item ordered (see pages 50, 51 and 61) NOTE: Cope hood is often made to match orphrey banding. if you prefer other material and color, please specify	FRONT ORPHREY NO. _____ COLOR _____ HOOD (IF DIFFERENT FROM FRONT ORPHREY) FABRIC _____ COLOR _____	NO. _____ COLOR _____ MATCHING BANDING ON LAPPETS? YES NO	NO. _____ COLOR _____ ARRANGEMENT _____	NO. _____ COLOR _____ ARRANGEMENT _____	
10. MEASUREMENTS please provide all information requested	CHEST _____ IN. HEIGHT * _____ IN. <i>*COPE WILL BE MADE TO FALL 3" FROM FLOOR</i>	LOW – 8" HIGH MEDIUM – 10" HIGH HIGH – 11" HIGH HEAD CIRCUMFERENCE _____ IN.	STANDARD: 24" X 108" OTHER _____ X _____	URN PALL 26" X 26" FUNERAL PALL 9' X 5' 10' X 6' 11' X 7' OTHER _____ X _____	STANDARD 14" X 19" OTHER _____ X _____
11. MEMORIAL INSCRIPTION for this item? if yes, specify wording below					
MEMORIAL INSCRIPTION WORDING: _____ ITEM: _____ COLOR: GOLD RED OTHER _____ 					



ALMY

28 KAYSAL COURT, ARMONK, NY 10504-1344
1.800.225.2569 FAX 1.800.426.2569 www.almy.com

Prices effective through August 20, 2020
Subject to change prior to that date.

CUSTOMER Church/Institution Individual

Customer Number

Title (if individual)..... Name

Mailing Address 1

Mailing Address 2

CityState Zip

DELIVER TO (if different from customer mailing address):

Name

At/Attn

Street

City State Zip

Daytime Phone E-mail.....

Person to Contact with Questions

Daytime Phone ()

E-Mail Address

Church Affiliation & Denomination

If Seminarian, Graduation Date & School Attending

PAYMENT INFORMATION
HALF-OFF Ground Delivery Charges for Prepaid Orders to USA and Canada

CHECK ENCLOSED ALMY 30-DAY CHARGE

Card No. Exp. Date Sec. Code

Name on Card

HAVE YOU MOVED RECENTLY? If so, Please indicate old address:

Street

CityState Zip

CARD STATEMENT ADDRESS

Same as Customer Address Different Address (See Below)

Mailing Address

City State Zip.....

Signature

QTY	DESCRIPTION <i>(Style, Fabric, Color, Finish)</i>	PRODUCT CODE	SIZE	SEX M/F	MEASUREMENT IN INCHES <i>(See guide on reverse and provide measurements requested below)</i>												UNIT PRICE	TOTAL MERCHANDISE PRICE
					A	B	C	D	E	F	H	I	J	K	M	R		
1	Anglican Cassock-Wool Bid, R-P	34116		M	15½	40	34	70		33				1¼	2	7		

MEASUREMENTS AND INFORMATION REQUIRED FOR ITEMS <i>(To insure proper preparation of your order, please follow the measuring instructions on reverse and note each measurement in the appropriate space above. Thank You.)</i>				Total Merchandise Amount
CASSOCKS A Collar Size B Chest/Bust C Waist D Height E Hips F Arm Length J Collar Height K Collar Opening (Style)	WRIST CUFFS & BANDS M Wrist	ROCHETS B Chest D Height F Arm Length M Wrist	COLLARETTES A Collar Size J Collar Height K Collar Opening (Style)	Subtotal
CHIMERES B Chest D Height	VEST/RABAT A Collar Size B Chest H Front Length to Waist J Collar Height K Collar Opening (Style)	SHIRTS A Collar Size F Sleeve Length	RINGS Indicate ring size in area marked "size" above. Rings usually are worn on third finger of right hand.	Delivery
MITERS, BIRETTAS, ZUCCHETTOS I Head Measurement (or hat size)	COPEES B Chest D Height	SCARF <i>(Please circle preferred placement of seals)</i> SEAL: wearers left or right at chest or scarf end SEAL: wearers left or right at chest or scarf end		Sales Tax (ME, NY & CT deliveries only)
				Total

