



Personalised Badges Order Form

Name..... Membership number

Unit/District/Division/County

Trading Service account number/volunteer shop/private (if known).....

Invoice address

.....

Delivery address

.....

Daytime telephone number

Email address.....

Badge requirements

Badges should have three elements on them:-

- the trefoil (which should not be used as part of the design on the badge)
- your unit or area name
- the name of the event or challenge

For full branding guidelines please refer to 'Badges, Guiding Wear and Merchandise, and Signage Guidelines' in the Girlguiding members area.

Please fill in your requirements below and provide a picture of your design (digital or hand-drawn).

Shape	Badge measurement (mm)	Number of colours required	Quantity (minimum quantity 50)
Circular (standard size 70 mm)			
Square (standard size 70 mm)			
Triangular			
Other (please specify)			

Are these badges required for a specific date? If yes state when

I understand that my submitted design will be checked against branding guidelines, Girlguiding will then provide a design mock up for agreement. Upon notification that the mock up is acceptable, payment will be required of me so that my order can be processed.

Please note: if changes are needed to your design this will result in a delay. Badge production normally takes approximately 5 -6 weeks from the date that the badge design is approved and payment details provided for an order.

Please see return and cancelation terms and conditions in the current Guiding Essentials catalogue.

Signed..... Date

(Electronic signature is acceptable)

Email completed forms to: bespoke@girlguiding.org.uk