

JORDANVILLE CANDLES ORDER FORM

Holy Trinity Monastery, P.O. Box 36, Jordanville, NY 13361

Phone: 315 717 9237, Email: candles@jordanville.org

<http://www.candles.jordanville.org/>

Price: \$ 11.00 per lb.

Bishops candles: \$16.00 per 5 candles

100% Beeswax Candles. NO PARAFFIN or other CHEMICALS ADDED.

Made by the Monks of Holy Trinity Monastery

1) DATE:

2) ORDER REFERENCE:

3) CUSTOMER CONTACT:

4) PHONE/FAX/E-MAIL:

5) SHIPPING ADDRESS:

6) INVOICE TO:

№	Candle Code	Number of Boxes (Minimum order 1 box)
1.		
2.		
3.		
4.		
5.		

INSTRUCTIONS FOR ORDERING

1. **DATE:** Date of order.
2. **ORDER REFERENCE:** Name of church and full address ordering candles.
3. **CONTACT PERSON:** Contact person full name, address, email and phone number.
4. **PHONE/FAX/E-MAIL:** Phone, fax and email of Church placing order.
5. **SHIPPING ADDRESS:** Include address if different from church address.
6. **INVOICE TO:** Email to send invoice to.
7. **CODE OF CANDLES:** For example: JC1A, JC3B, JC4D; Codes are found in "Specifications for Jordanville Candles" chart. <http://candles.jordanville.org>
8. **№ of BOXES:** Check chart to see how many pounds in each box of each type of candles. The minimum order is one box per type of candle.
9. **SAMPLES OF CANDLES:** You may request for samples of any type of candle. Shipping charges apply.
10. **STANDARD SIZES:** **JC1B - 7 1/2"x 3/8", JC2B - 9 1/2"x 3/8", JC3B - 11 1/2"x3/8", JC3E- 11 1/2"x3/4", JC4D-15"x3/4", JC5D- 18"x 3/4", (JC6B/Bishops1- 21 1/2"x5/8")(JC6C/Bishops2- 21 1/2"x 14/16"), JC6D(Slava) 21 1/2"x 3/4"** are the standard sizes that we make for Holy Trinity Monastery. It is quicker to fulfill orders in a timely fashion for these candles. The diameter sizes are standard sizes that most Russian Churches use. Bishops1 are the most popular.
11. **SHIPPING:** All orders are charged the actual shipping costs.
12. **N.Y. TAX:** For N. Y. Residents: sales tax will be added unless we have a Tax Exempt Form on File. Forms may be faxed to: 315-858-0505 or email to candles@jordanville.org
13. **CANDLE STUB RETURN POLICY:** We will accept candle stubs only from the candles we have sold to churches, and give a credit of \$0.80 per pound. Please do not mix with any other candles.
14. **INDIVIDUAL CUSTOMERS:** The \$11.00 per lb. is for Churches and resellers only. For individual customers the price is \$13 per lb.

**All sales of Jordanville Candles go to support the Holy Trinity Monastery and Seminary
By supporting the Monastery and Seminary, you are supporting the future
of our Russian Orthodox Church. Thank you for your support.**