

Shipping Charges

Domestic S&H

Unless otherwise indicated, orders to the United States (including Puerto Rico and the Virgin Islands) will be shipped via UPS.

Merchandise Value	USA
*Up to \$50	\$ 8.95
\$50.01 – \$100	12.95
\$100.01 – \$200	15.50
\$200.01 – \$300	21.25
\$300.01 – \$400	24.75
\$400.01 – \$700	27.50
\$700.01 – \$1,000	33.90
Over \$1,000	39.90

Second Day Air, please add \$24.25.

Next Day Air, please add \$35.95.

Saturday delivery, where available: \$50.00.

Pre-paid orders of \$700 or more:

Half-off ground shipping within the continental United States and Canada. This offer does not apply to orders for albs, surplices, cassocks or robes in quantities of 12 or more.

International S&H

International shipments will be evaluated on an individual basis to ensure timely delivery by the most economical means.

Merchandise Value	Canada	Int'l
Up to \$50	\$ 19.00	\$ 32.75
\$50.01 – \$100	29.00	43.75
\$100.01 – \$200	39.00	54.75
\$200.01 – \$300	49.00	65.75
\$300.01 – \$400	59.00	87.75
\$400.01 – \$700	84.00	115.75
\$700.01 – \$1,000	109.00	145.75
Over \$1,000	184.00	242.75

International/Canadian customers are responsible for local taxes, tariffs, and customs clearance fees.

*A \$5.00 processing fee will be added to orders under \$50.

Terms

Delivery

Items will be shipped as quickly as possible. Custom-made and made-to-order items require extra time. We realize that church committees often wish to review fabric samples before making a decision. If any item is needed for a special occasion, we will make every effort to meet a specified date, however, a rush charge may apply. Please advise your service representative when ordering.

Taking seasonal demands into consideration, typical shipping dates are within:

- 3 weeks for chasubles, dalmatics, stoles, albs, and cassocks;
- 4 weeks for altar cloths, choir robes, lectionary covers, copes and prie dieu sets;
- 5 weeks for pulpit robes; and
- 8-12 weeks for parament sets, banners and funeral palls

Minimum Payment:

A \$5.00 processing fee will be added to orders under \$50.

Payment Terms:

Payment is due upon receipt of invoice. In most instances, the invoice is inside the box. **Please make your payment from this invoice.** Orders of \$500 or more must be accompanied by a 50% deposit. All invoices must be paid within the terms quoted. Special terms will be considered, upon request at time order is placed, subject to credit approval. An interest charge of 1.5% per month will be added to invoices remaining unpaid more than 30 days after invoice date. Prepayment is due in full for an individual placing an order. There is a \$30 service fee for any check returned due to insufficient funds or a closed account. All sales in U.S. funds.

Returns:

If a return is necessary, we apologize for your inconvenience. Please contact our Customer Service Department within 30 days of the invoice date for return authorization and instructions. This will allow us to quickly respond with any necessary adjustment or exchange. We will correct any errors on our part at no charge. The customer will be invoiced to correct any error due to improperly supplied measurements or incorrect ordering information. Under these circumstances, the customer is also responsible for outgoing and return shipping charges on goods returned or exchanged. **Custom-made and made-to-order items and special cut fabrics and trims may not be canceled or returned for credit.** At our discretion, some items may be subject to a 25% restocking charge. All returned metal ware items will be credited less 20% and shipping.

Every effort is made to ensure accuracy within the pages of this catalog, however mistakes do happen.

We reserve the right to correct any typographic errors and apologize for any inconvenience.

Special Charges

Artwork

Gaspard will work with you to create a custom design. A fee of \$225 is charged for each design drawing, which includes appliqué and embroidery color specifications. This fee will be credited to the purchase of your custom item. A quote for your custom project will be provided upon request.

Pattern/Design Changes

Elements of multiple design sources may be merged and sets may be combined to make a specialized hanging. Charge for each symbol added is \$11.

Pattern Enlargements or Reductions

Symbols can be re-sized for non-Standard size items. Specific charges may apply depending on the design and the size of the item. Charge for this service is \$22.

Paraments

Superfrontal

Standard Size: 84" wide x 12" drop x 30" depth

Add'l charge per inch based on fabric grade:

	Fabric A/B	Fabric C/D
• Add'l width	\$ 1.50	\$ 3.00
• Add'l drop (max. of 18")	6.00	9.00

Pulpit or Lectern

Standard Size: 20" wide x 20" drop x 20" depth

Lectern Fall: 20" wide x 40" drop x 20" depth

Add'l charge per inch based on fabric grade:

	Fabric A/B	Fabric C/D
• Add'l width	\$ 2.50	\$ 5.00
• Add'l drop (max. of 30")	2.50	5.00

Altar Frontlet

Standard Size: 20" wide x 22" drop x 30" depth

Add'l charge per inch based on fabric grade:

	Fabric A/B	Fabric C/D
• Add'l width	\$ 2.50	\$ 5.00
• Add'l drop (max. of 30")	2.50	5.00

Antependium

Standard Size: 40" wide x 40" drop x 35" depth

Add'l charge per inch based on fabric grade:

	Fabric A/B	Fabric C/D
• Add'l width	\$ 4.00	\$ 8.00
• Add'l drop	4.00	8.00

Banners

Standard Size: 36" wide x 54" high

Add'l charge per inch based on fabric grade:

	Fabric A/B	Fabric C/D
• Add'l width or length	\$ 6.00	\$ 12.00

Oversize Veil

Standard Size: 21" x 21"

	24"	27"
Add'l charge for sizes up to		
• Fabric A or B:	\$ 6.00	\$ 9.00
• Fabric C:	12.00	18.00
• Fabric D:	15.00	21.00

Oversize Burse

Standard Size: 8½" x 8½"

Add'l charge for sizes up to	9½"	12½"
• Fabric A or B:	\$ 6.00	\$ 9.00
• Fabric C:	12.00	18.00
• Fabric D:	15.00	21.00

Fabric Depth

Pulpits, Lecterns, Altar Frontlets, and Antependia made with Fabric A or B have a self-depth portion. Items made with Fabric C or D are made with a white Teflon-treated poplin depth. Designs from the Castle Craft Collection include a white linen depth. Self fabric depth portions are available upon request, please ask for a quotation.

Fringe

Fringe may be added to parament designs for an additional fee. For reference, see page 224. Prices shown are for Standard size and smaller. Add'l charges will apply for larger than non-Standard sizes.

	Style FIRCF Fringe	All Other Styles*
• Laudian Frontal	\$ 129	\$ 199
• Superfrontal	32	42
• Antependium or Banner	27	37
• Pulpit, Lectern, Frontal, or Stole	14	19
• Biblemarker	6	8

*Excludes FIBUF Bullion Fringe and FI4901 Braided Fringe. Ask for pricing.

Velcro

Loop portion (soft side) is sewn on the hanging, hook portion (rough side) is self-adhesive and sent to you to attach to the furniture surface.

• Superfrontal	\$ 22.00
• Antependium	16.00
• Pulpit, Lectern or Frontlet	12.00
• Biblemarker	6.00

Add'l charges will apply for non-Standard sized paraments.

Cutouts

Openings can be made for light posts or microphone holes. We require a paper pattern of the depth portion showing location of the cutouts. \$29 per opening.

Vestments

Small Size Chasuble (52" x 46")

Add'l charge based on fabric grade:

• Fabric A or B:	\$ 12.50
• Fabric C:	17.50
• Fabric D:	22.50

Albs

Add'l charges for 2X- and

3X-Large sizes:

• 2X-Large	\$ 25.00
• 3X-Large	37.50

Very Ample Chasuble (60" x 52")

Add'l charge based on fabric grade:

• Fabric A or B:	\$ 17.50
• Fabric C:	22.50
• Fabric D:	27.50

Cassocks

Add'l charges for the

following sizes:

• Men's 50-52	\$ 5.00
• Men's 54-56	10.00
• Women's XX-Large	10.00

Humeral Veil 108" x 22"

Humeral Stole 88" length

Maniple 4" x 20"