



If you are unsure if your bible should have tabs placed on it, please email me pictures prior.

1. Package and ship your bible via the carrier of your choice with insurance coverage. Fed Ex or UPS are recommended. USPS is an option also.
2. Please ensure to waterproof your bible in the box. We recommend you protect the bible in an **unscented** plastic bag or a few layers of saran/shrink wrap inside the box. **Unscented is recommended because using a scented trash bag runs the risk of your bible pages absorbing the scent.**
3. Include completed form on page 2 inside the package. In case of label damage this eliminates any confusion as to who the bible belongs to upon receipt.
4. Include a prepaid return label inside box so we can ship the bible promptly back to your address. Use the same box dimensions & weight for the return label. **This must be included in the box or a shipping fee will apply prior to return shipment.**
5. Note: If you want insurance coverage or delivery confirmation, it must be included when creating both shipping and return labels.
6. Ship bible to:

**Bible Tab Girl
312 West Walnut Street
Pottstown, PA 19464**

Shipping Tips:

- Insurance is recommended in case of lost or damaged packages.
- Find a rigid box that has all its flaps intact and make sure you are using strong shipping tape.
- Use a label that has clear and concise delivery information, as well as return details.
- Take the time to wrap all items separately and use plenty of cushioning materials to protect your precious cargo. (UPS recommends 2 inches of packing on all sides to properly protect items in transit.)

PLEASE NOTE:

Bible Tab Girl is not responsible for any loss or damage incurred during shipping.

Please do not send bibles that have significant sentimental value or are not replaceable.

*Thank you so much for your support of this ministry.
Please know every bible recipient is will be prayed for.
~ Kristen ~*



Please complete one form per bible. If sending multiple bibles, please insert this page inside the front cover of the bible it pertains to.

Ship Date: _____ Order #: _____

Sender Name: _____

Address: _____

City, State Zip: _____

Phone: _____

Email: _____

How many bibles in box to tab? _____

Bible Description
Color/Version: _____

Tab Color:
(Circle One) Gold Silver

Imprinting Name
(if applicable) _____

Imprint Color:
(Circle One) Gold Silver Pink Blue

Special Instructions: _____

How can I pray for you and/or this bible recipient? _____
