



## Ketubah Personalization Form

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### IMPORTANT

Please type or print all information in **BLOCK LETTERS** exactly as you would like to see it appear in the ketubah.

For those that do not have or know their Hebrew names, check the box, and we will transliterate your English names into Hebrew for you.

If you do not know how to spell your Hebrew name, simply spell it out as it sounds in English and we will use the standard spelling for that name. If we cannot find a spelling of that name, we will transliterate your English back into Hebrew.

At the time you review your proof with your rabbi or other wedding officiant, you will have a chance to correct any differences in the spelling of any of the Hebrew names, as well as any discrepancies in any of the other information you have provided.

### Personalized Text Proof

#### Time Frame:

A proof of your personalized text will be created in approximately 5 business days after we receive all of your personalization information. You will then receive an email with a link to our online proofing system to view your proof. You will be able to download a printable version of your proof to review with your rabbi or other wedding officiant.

#### Possible Email Problems:

Please note that some junk email filters may filter out our email to you notifying that your proof is ready to view. If you have not received an email from us within 6 business days, please check your junk mail to see if we have sent you any emails. AOL users will need to add our email address, info@mpartworks.com, to your address book in order to receive this email and other follow up emails such as shipping confirmation.

You may also track the status of your order at any time by logging into to "My Account" and going to Order Status.

#### Other Ways to Receive Your Proof:

Our online proofing system is free, quick and easy, and insures the fastest turnaround time for your ketubah order. However, you may opt to have your proof faxed or mailed to you for an additional \$5 fee. If you have already chosen this option when placing your order, you will receive your proof either by fax in approximately 5 business days or by mail in approximately 8-10 business days.

<b>Location of Ceremony:</b>	<b>Date and Time of Ceremony:</b>
City:	Date:
State/Province:	<input type="checkbox"/> Before Sunset <input type="checkbox"/> After Sunset
Country:	
<b>Bride's Information:</b>	<b>Groom's Information:</b>
English Name: <small>Include middle name if desired</small>	English Name: <small>Include middle name if desired</small>
<input type="checkbox"/> Transliterate English Name for Hebrew Name	<input type="checkbox"/> Transliterate English Name for Hebrew Name
Hebrew Name: (Transliterated) <small>Spelled phonetically in English</small>	Hebrew Name: (Transliterated) <small>Spelled phonetically in English</small>
Hebrew Name: <small>Spelled using Hebrew letters</small>	Hebrew Name: <small>Spelled using Hebrew letters</small>
<input type="checkbox"/> Do Not Include Hebrew Name	<input type="checkbox"/> Do Not Include Hebrew Name
<input type="checkbox"/> Bride is Converted	<input type="checkbox"/> Groom is Converted

#### Comments:

Include additional comments on a separate page.