



Accounting & Financial Women's Alliance
CONNECT • ADVANCE • LEAD

Ordering Event Postcards from Vistaprint.com

Using the AFWA provided template

Questions? Contact marketing@afwa.org

Getting Started

- Take the opportunity to inform your Chapter Members AND prospective members of all the great upcoming events your Chapter has on the calendar.
- Using an AFWA provided template, you can print inexpensive postcards from Vistaprint.com – **50 cards start at just \$10.00**
- Here's how to do it...

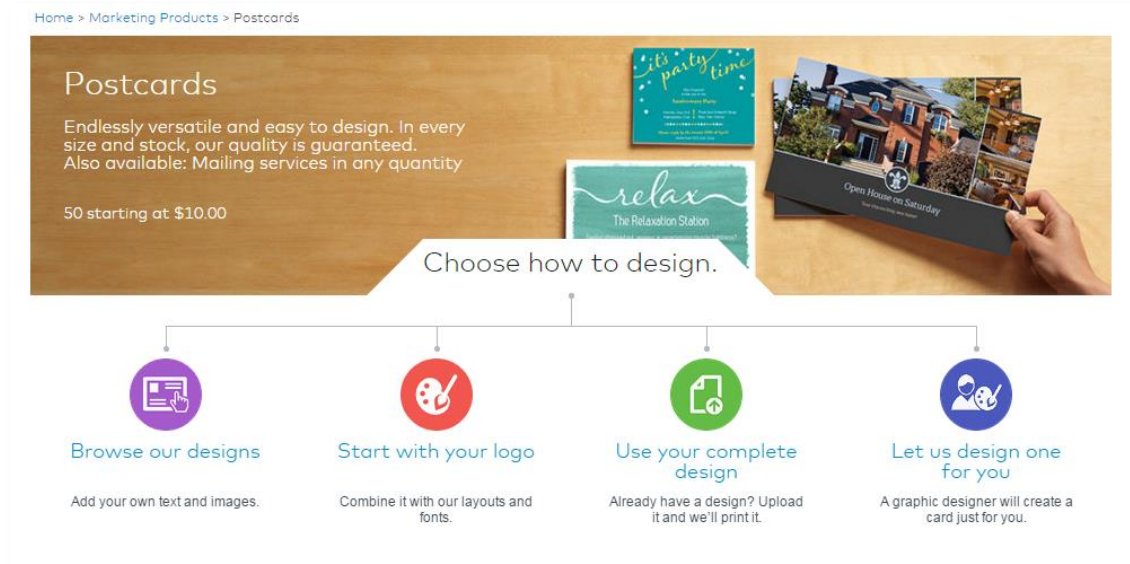


... Chapter Marketing Toolkit

- If you're reading this, you've probably found the AFWA Chapter Marketing Toolkit. If not, [click now](#) to login to access the template.
- Select the AFWA Event Post Card template and download it to your computer.
- Now, [click here](#) to get started with a new postcard on Vistaprint.com
 - (or copy and paste this link to your browser
http://www.vistaprint.com/postcards.aspx?txi=16628&xnid=TopNav_Postcards_Marketing+Products&xnav=TopNav)



... Vistaprint.com



- Click on the green circle for “use your own complete design”
- Select “Standard” then select “Horizontal” then click “Continue”

... Vistaprint.com

Upload Your Image

Upload Your Image
Locate the image you want to upload for the front side

No file chosen
Use a previously uploaded image
Maximum upload file size is 25 MB

- [Upload Help](#)
- [See accepted file types](#)
- [Download a template for Postcard](#)

Postcard Front side

Upload Your Design

Please note: Keep important content (text, logos, images, etc.) inside the dotted lines. [More info](#)

- Select “Choose File” to upload the AFWA Event Postcard Template from your computer
- Once the upload is complete, select “Next”

... Customize your postcard

Customize Your Postcard: Front side

More Options:

- Add QR Code
- Save for later
- Request a PDF proof

Your Back Side

Mark your Calendar
Join AFWA 51. Look for these upcoming events!

[View Back Sides +](#)

Upload Help
See accepted file types
Download a template for Postcards

Basic

Text

Insert

Advanced

Undo Redo

Image Text

Table

Align

Rotate

Safety Line

Accounting & Financial Women's Alliance
CONNECT • ADVANCE • LEAD

SAVE THE DATE
for these upcoming
AFWA events...

To DO:
□ update
my calendar

View Larger

Front side | Back side

Click "Back Side" to view and begin editing your card information

Use this dashboard to edit color/size/font of text, insert an image such as your Chapter logo, or insert a new text box. Keep in mind , to save cost print the back in black and white only.

Customize Your Postcard: Back side

Back Side Printing
The front side of your Postcard will be printed in color.
The back side may be seen first – make yours stand out!

- Full Color Printing starts at \$5.00
- Grayscale Printing – \$2.00
- Blank Back side -- INCLUDED

View Back side Designs

Headline
Mark your Calendar

Subheading
Join AFWA St. Louis for these upcoming events:

Short Text
January 3: Networking Happy Hour at ABC Restaurant. 5:00pm
February 5: CPE Event at XYZ Offices at 12:30
March 10: Charity Walk at ABC Park at 9:00

Text Field 1
AFWA St Louis
123 Main Street
St. Louis, MO 12345

More Options:

- Add QR Code
- Save for later
- See other color options
- Request a PDF proof

Basic **Text** **Insert** **Advanced**

Undo Redo

Arial 8

Image Text

Table

Align

Rotate Text Ideas

Mark your Calendar

Join AFWA St. Louis for these upcoming events:

January 3: Networking Happy Hour at ABC Restaurant. 5:00pm

February 5: CPE Event at XYZ Offices at 12:30

March 10: Charity Walk at ABC Park at 9:00

RSVP to all upcoming events on our Facebook page, facebook.com/afwastlouis

Or, contact Jane Smith at jane@gmail.com for more information.

AFWA St Louis
123 Main Street
St. Louis, MO 12345

CAUTION: This green area should be used for the shipping address and barcoding by the post office

Change Color | Change Layout | View Larger

Front side | Back side

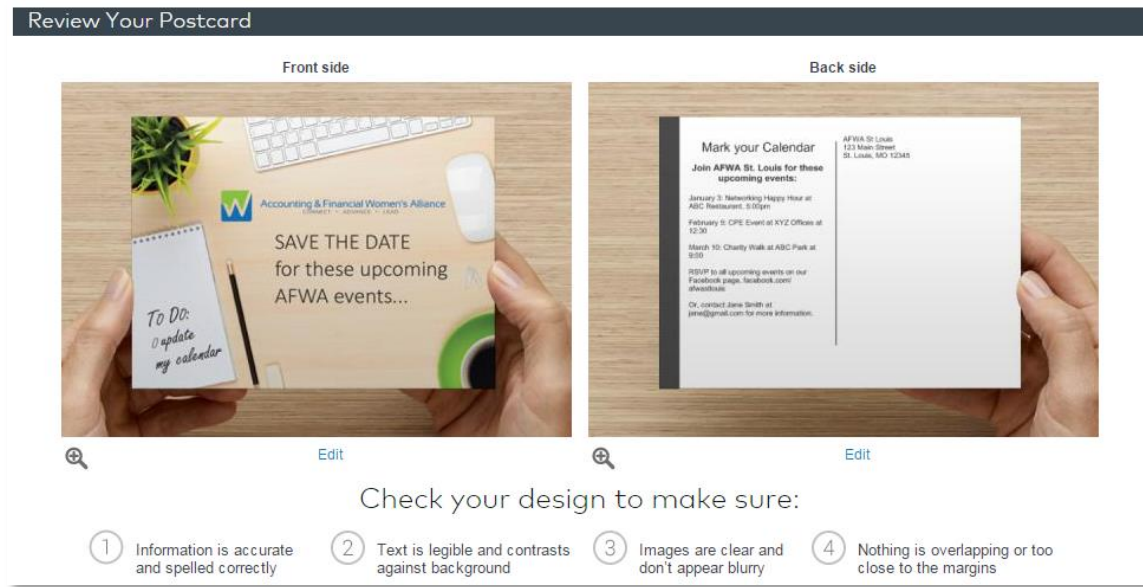
Use this feature to edit your text, or double click inside any textbox to begin typing

Add a return address for your postcard

Toggle between the front and back design

Include information for one event, or multiple but remember to always include a method for finding more information (ex. Your Chapter website, facebook page, an email address or phone number).

➤ Click NEXT to review your design. If no further edits...



➤ Click NEXT to approve your design.

➤ Then, create a new account or login to complete your ordering process.

➤ For questions at any time, contact marketing@afwa.org