

# Regali Fingerprint Charm Supply Kit

Updated 11/9/2019



Your binder should contain all these components, at a minimum. You may have added other useful pages and tools, depending on your own needs. Please let me know if you're missing any of these items.

anne.moriarty@regalijewelry.com

## Front of Binder

Regali Fingerprint Charm Kit Inventory  
Contact:

Date	Taken by	# Taken	# Received or Returned Unused	Patient Name	Order Form Number	# of Kits Left	# of Charms Ordered for Family	Credit Left
STARTING QUANTITY:								

**How To**

1. Take out the Impression Kits you need & an order form.
2. Note your information on the Inventory Sheet.
3. Read through Creating Regali Fingerprint Charms and the FAQ.
4. Look at the sample fingerprint impression.
5. When you're in the patient's room, open the mylar packaging for the kit.
6. Take the fingerprint impression.
7. Note all the information on the label on the kit.
8. Fill out the order form.
9. Put yellow copy of the order form back into this binder.
10. Place the Kit and white copy of the order form in a bubble envelope.
11. Mail the envelope.

Contact: Anne Moriarty  
703.473.0967  
Anne.Moriarty@Regalijewelry.com

**Inside left pocket:  
Inventory Sheet for  
hospitals that DON'T prepay**

Regali Fingerprint Charm Kit Inventory  
Contact:

Date	Name	# Taken	# Received or Returned Unused	Patient Name	Order Form Number	Quantity Left
STARTING QUANTITY:						

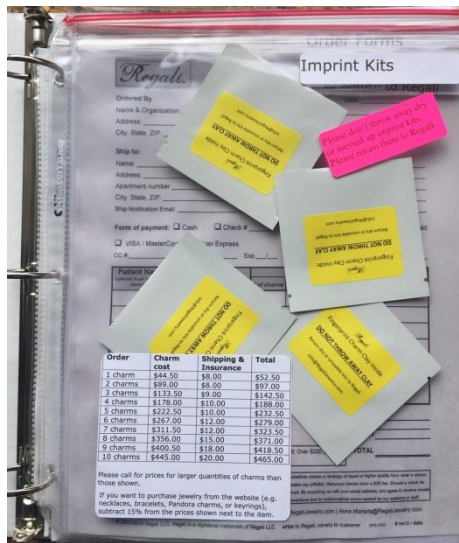
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Inventory Sheet for  
hospitals that DO prepay**

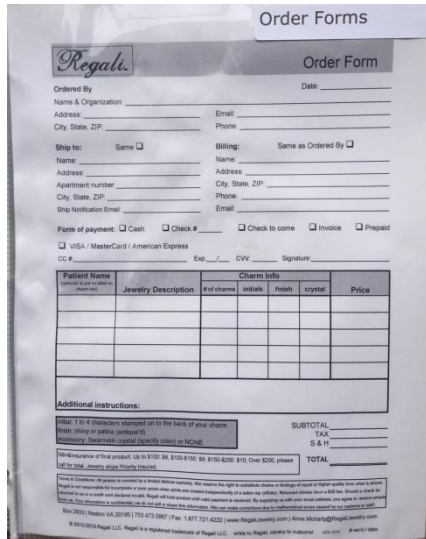
OR



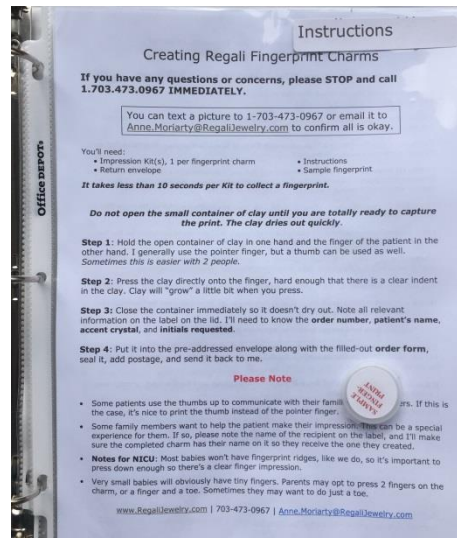
**Imprint Kit Pouch**



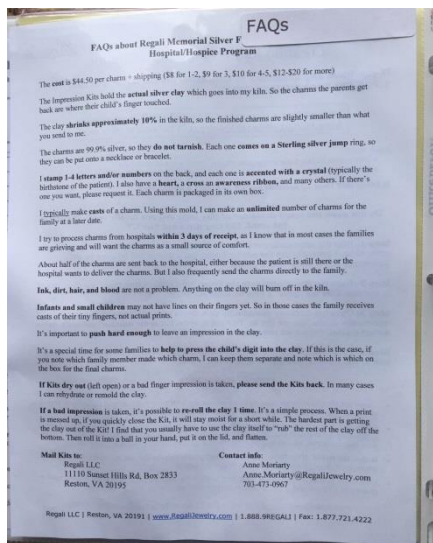
**Pouch to hold messed-up imprint kits**



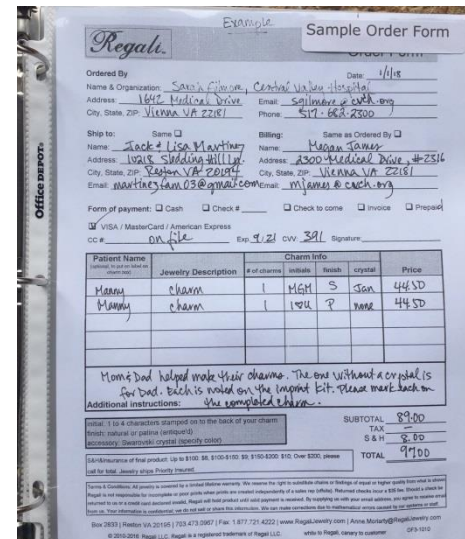
**Blank order forms**



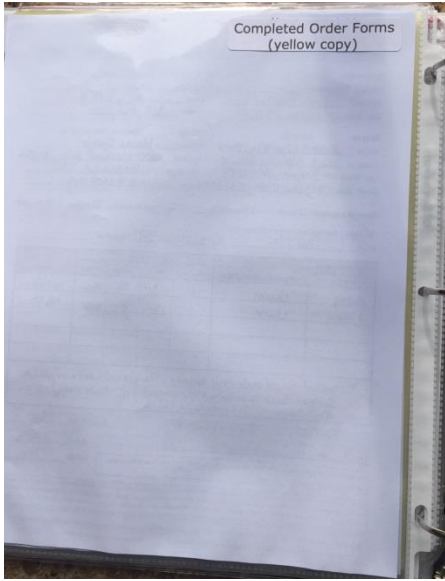
**Instructions & Sample Print**



**FAQs (back side of Instruction sheet)**



**Sample Order Form**



**Slot for you to store the yellow copy of completed order forms**



**Pre-addressed return envelopes**



**Family flyers; some organizations have laminated copies of this flyer.**