



## Tips for filling out order form

**Fill out one form per item you are ordering.**

Check out the braid styles and item prices on the Custom Order page of the website.

Make sure to fill out the "Length" section of the form. Total length including the clasp.

Bracelets - For best results add 1-1/2" to the wrist measurement. Bracelets will be made 7" if this part of the form is not filled in.

Necklaces - Average necklaces are between 16" and 18" for a woman. Necklaces will be made 17" if this part of the form is not filled in.

**Charms, Pendants and Beads** - All of our jewelry is made with sterling silver components and we are always on the lookout for new and affordable charms, pendants and beads to add to our stock. Our in-stock items will continually change as we add and sell items. Charms, pendants and beads available can be seen on the Custom page of our website. Please visit [www.tarasequinedesigns.com](http://www.tarasequinedesigns.com) to see what is currently in stock.

**Clasp Types** for braided necklaces and bracelets (included in piece price)



Claw Clasp



Toggle Clasp

**White hair** - Although washing the hair is included in the price of the jewelry and brighteners are used on white hair, I cannot guarantee hair will turn out white. I recommend washing the hair before sending if you want the hair sparkling white. Be careful not to use harsh chemicals that will break down the hair and make it brittle. Make sure hair is completely dry before sending to avoid mold that will damage the hair.

**Amount of hair required -**

Bracelet and necklace- Pinkies diameter of hair cut from high up under tail.

Hatband - Thumbs diameter of hair at least 35" long

Boot Belt - Thumbs diameter of hair at least 20" long

Eyeglass leash - Pinkies diameter of hair at least 27" long.

Payments can be made through PayPal at your request. There will be an invoicing charge for all PayPal payments. Indicate you would like to pay through PayPal in the "Special Instructions" section of the order form and an invoice will be emailed to you.

Orders are done on a first-come first-served basis and will be completed as quickly as possible but please allow at least 4 weeks turnaround time. Turnaround time will be longer during November and December.

We love to hear about well loved horses and their owners. Tell us about the horse's the hair is coming from and add photos if you like. Photos and stories sent to us may be used on advertisements or social media to promote TsED Thank you, Tara

Prices subject to change at any time.

## How to harvest your horse's hair



1. Brush tail to remove loose dirt and untangle hair



2. Separate a small section of hair from the underside of the tail where the cut will be less noticeable and the hair is longer and stronger for braiding.



3. Cut the hair close to the bone.

4. Repeat the process in different areas until you have a bundle of hair about a pinkies width (1/2") in diameter.



Amount of hair needed for a bracelet should be a pinkies width in diameter the whole length and as long as possible.



Amount of hair needed for a necklace should be a pinkies width in diameter the whole length and as long as possible.

Bind the hair with a rubber band (not tape), comb thoroughly with a human hair comb and put in a plastic ziplock baggie. Write your name, address and phone number on the baggie and place in an envelope. TsED recommends a bubble mailer.

**The hair does not need to be washed before you send it. However \$30.00 will be charged if hair is not detangled thoroughly with a human hair comb before mailing or the \$20.00 comb out fee is not included with the order.**

**DO NOT SEND WET HAIR! IT WILL MOLD AND BECOME DAMAGED.**

Send the hair, order form and check to the address on the form.

## Display Boxes

These boxes are great for displaying your jewelry when you are not wearing it or for displaying your horse's hair, photos or other items.



Small - \$30.00



Long - \$30.00



Big - \$40.00



## Instructions for Sending Horsehair



Thank you for ordering a Tara's Equine Designs (TsED) custom keepsake. Follow the instructions below for sending your horsehair for processing.

**Amount of hair needed** – Please send at least a pinkies diameter (about ½”) of the longest available hair (preferably tail hair) for your item. You may send all the hair you have if the horse is no longer with you. If you are sending hair from the mane and have not paid the \$20.00 mane hair fee please enclose a check made out to Tara Kuhn with your hair.

**Preparation of hair** – Put a rubber band around the top of the bundle and comb the hair **thoroughly** with a human hair comb. If you prefer for me to comb the hair before I wash it enclose a check for \$20.00 made out to Tara Kuhn and I will comb it for you. Failure to comb the hair thoroughly or enclose a check will result in a request for a \$30.00 comb out fee before your order will be processed. You do not need to wash the hair, though it is very much appreciated, but if you do let the hair dry for at least 3 days before sending to avoid mold growth on the hair which may damage it. Do not send hair that is braided.

**Packaging** – Hold the bundle of hair at the top and wind it around your hand. Place the bundle in a Ziplock baggie. Write your name, address and phone number on the baggie and place in an envelope. TsED recommends a bubble mailer. Send the package to:

Tara's Equine Designs  
1112 Mountain Breeze Dr.  
Morganton, NC 28655

TsED recommends sending the package with a tracking number by any carrier you choose but please **do not** send it signature required.

**When we receive your package** – You will receive an email which will let you know your package has been received and contain the expected turnaround time of your order. All orders are processed on a first come first served basis and can take 4 or more weeks to ship depending on how many orders are in house at the time your package is received. Make sure to put TsED on your whitelist so you will receive any emails from us.

**When the order is complete** – You will receive an email that your order has shipped. Packages are sent USPS with a tracking number. TsED is not responsible for lost or stolen packages once the order has been shipped. Special shipping requests can be accommodated but may incur additional fees.

**Something to consider** – We understand that you are anxious to receive your custom keepsake jewelry and we will do everything we can to get it to you as quickly as possible. Please do not send emails requesting the status of your order unless the expected turnaround time has passed and you have not heard from us.