



Job Particulars Checklist

Due Date: \_\_\_\_\_

Client Name:	Job No:
Contact Email Address:	Phone:
2 <sup>nd</sup> Contact Email Address:	Client ABN:

Details	Information	Notes
Item of Jewellery: Ring, Pendant, Earrings, Other		
Metal: Colour/s		
If 2/3 Colour Metals Specify locations		
Finger Size (Letter)		
Shank Width:		
Shank Profile Type:		
Main Stone Collet Type:		
Main Stone Type and Cut		
Main Stone Dimensions (Length, Width, Depth) in (mm)		
Accent Stone/s (larger stones on head) Type and Cut		
Accent Stones Dimensions (Length, Width, Depth)	Stone 1:	
	Stone 2:	
	Stone 3:	
	Stone 4:	
Setting Style of Highlight Stones (Smaller stones on Head)		
Highlight Stones Type & Cut		
	Stone 1:	

Highlight Stones Number of & Dimensions (if differing types or dimensions please list like so: # of stones x dimensions e.g. 10 x (L 1.5mm x W 1.5mm x D 0.6mm), next stone etc...	Stone 2:	
	Stone 3:	
	Stone 4:	
Shoulder Stones (stones that sit between head and shank) Type and Cut		
Shoulder Stone Dimensions (mm)	Stone 1:	
	Stone 2:	
	Stone 3:	
	Stone 4:	
	Stone 5:	
	Stone 6:	
Setting style of Shoulder Stones		
Shank Stones Type and Cut		
Shank Stones Dimensions (mm)	Stone 1:	
	Stone 2:	
	Stone 3:	
	Stone 4:	
Shank Stones Setting Style		
Other Details or Notes: Height, Width, Clients Model Requirements, location of stones etc...	•	
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Clients Prelim Design Sketch/s:

