

# Services

## Sample Books and Memo Samples

|                    | Designer Natural Shades |             | The Avalon collection | The Avalon II collection |
|--------------------|-------------------------|-------------|-----------------------|--------------------------|
|                    | Vol.1                   | Vol.2       |                       |                          |
| Number of patterns | 51 patterns             | 51 patterns | 58 patterns           | 59 patterns              |
| Pricing            | \$60.00                 | \$80.00     | \$80.00               | \$120.00                 |

## Memo Samples

Providing samples free of charge is a service that we extend to better accommodate the needs of our clientele. Please do not take advantage of this service. If you would like more than 10 memo samples, please consider purchasing the sample book.

## Ordering

### Ordering process

We accept written fax orders, mail orders, and e-mail orders.

A confirmation will be sent via facsimile the following day after the order is placed.

### Changes and Cancellations

We will be happy to make any changes or cancellations to your purchase order within 24 hours after it has been placed. After 24 hours, full net charges are applicable. Please contact your factory representative for further details.

### Standard Lead time

Standard delivery time is 7-10 business days after receipt of complete order (excluding weekends, holidays, and factory closure days). We are not responsible for delays or failure of performance caused by out-of-stock materials, shipping delays, or temporary factory overload. Options may add to delivery lead time.

**Restocking fee: 20% of your order price.**

## Rush Orders

|               | Net surcharge per shade |
|---------------|-------------------------|
| Same day rush | \$30.00                 |
| 1 day rush    | \$20.00                 |
| 2 day rush    | \$18.00                 |
| 3 day rush    | \$15.00                 |



Fabricator of Automated & Custom Window Coverings

# Porter Preston Sample Tool Order Form

| Account Name |  | Account # | PO#      |       |
|--------------|--|-----------|----------|-------|
| Qty          | Drapery Hardware   |           | Cost     | Total |
|              | Kirsch Drapery Hardware Price List   |           | N/C      |       |
|              | Kirsch Drapery Hardware Binder   |           | \$35.00  |       |
|              | Kirsch Wood Trends Finish Sample Card  |           | \$10.00  |       |
|              | Kirsch Designer Metal Sample Card  |           | \$10.00  |       |
|              | Kirsch Wrought Iron Sample Card  |           | \$10.00  |       |
|              | Buckingham Finish Sample Card  |           | \$10.00  |       |
|              | Paris Texas Drapery Hardware binder  |           | \$50.00  |       |
|              | Components Brochure and Sample Chip  |           | \$3.50   |       |
|              | Iron Art by Orion Sample Binder (All Finishes)   |           | \$75.00  |       |
|              | Iron Art by Orion Italian Collection Sample Chips (6 Finishes in One Plastic Blinder Sleeve) |           | \$15.00  |       |
|              | Orion Design Art Sample Binder   |           | \$85.00  |       |
|              | Finial Co. Sample Book (2013)  |           | \$50.00  |       |
|              | Finial Co. Sample Chips Set (40 Finishes)  |           | \$40.00  |       |
|              | Finial Co. Modern Collection Color Chips   |           | \$5.00   |       |
|              | Select Product Sample Binder (Including Rustic Elegance & Metal Collection)                  |           | \$25.00  |       |
|              | Select Wood Collection Finish Selector (16 Finishes on 6" Slats)                             |           | \$6.00   |       |
|              | Select Rustic Elegance Finish Selector (5 Finishes & Iron Image Finish on 6" Slats)          |           | \$4.00   |       |
|              | Select Metal Finish Selector (9 Finishes on Chain)   |           | \$9.00   |       |
|              | Select 2015 Metal Update (New Finishes for Vinyl Sleeves in Binder)                          |           | \$5.00   |       |
|              | <b>Kirsch Sample Books</b>   |           |          |       |
|              | Shadings Book –(includes Roller, Roman, Natural, & Panel Trac) (2016)                        |           | \$200.00 |       |
|              | Honeycomb Shades (2014)  |           | \$165.00 |       |
|              | Wood Blinds (2013)   |           | \$145.00 |       |
|              | Vertical Blinds (includes Ambiance & Textured Blind) (2011)                                  |           | \$175.00 |       |
|              | Metal Deck (1" Only)   |           | \$11.00  |       |
|              | Shadings Book, Honeycomb Shades, and Wood Blinds (Promotional Combo Price)                   |           | \$210.00 |       |
|              | <b>Levolor Metal Deck</b>  |           | \$11.00  |       |
|              | <b>WDS Designer Natural Woven Wood</b>   |           |          |       |
|              | WDS Sample Book Vol. I   |           | \$60.00  |       |
|              | WDS Sample Book Vol. II  |           | \$80.00  |       |
|              | WDS Sample Book Avalon Collection Vol I  |           | \$65.00  |       |
|              | WDS Sample Book Avalon Collection Vol II (Promotional Price)                                 |           | \$90.00  |       |
|              | <b>Norman Shutters</b>   |           |          |       |
|              | Norman All in One Shutter Bag 2012 (Includes Sales Manual)                                   |           | \$300.00 |       |
|              | Woodlore and Normandy Table Top Spinning Display   |           | \$80.00  |       |
|              | New 2015 Table Top Display (SABF180)   |           | \$180.00 |       |
|              | Sill & Post Collection   |           | \$40.00  |       |
|              | Norman Hinge Sample Collection   |           | \$20.00  |       |
|              | <b>Roller Shade Samples</b>  |           |          |       |
|              | Phifer Sheer Weave Roller Shade Book (Promotional Price)                                     |           | \$50.00  |       |
|              | Mermet Sample Book   |           | \$50.00  |       |
|              | Pristine 2015 Value Line Sample Deck   |           | N/C      |       |
|              | <b>Comfortex Shangri- La- Sheer sample book</b>  |           | \$185.95 |       |
|              | <b>Comfortex Cellular Sample Book</b>  |           | \$295.95 |       |

email us at [customerservice@porterpreston.com](mailto:customerservice@porterpreston.com)

www.porterpreston.com • Tel: (866) 753-1113 • Fax: (203) 597-8828

Updated 0316