Conlis: I H Huspi olly + Henllhex

| Company: | Contact Name: | Order Date: | PO\#: |
| :--- | :--- | :--- | :--- |
| Address: | City, State, Zip: |  |  |
| Phone: | Fax: | email: |  |
| Ship To (if different) Contact: | Ship To Phone: |  |  |
| Ship To Address: |  |  |  |

Total number of boards to be made with these exact specifications. Use another order form for boards with different specifications.

Choose Mounting Board \& System Standard mounting board depths are $1 \frac{1}{2}$ " or $21 / 2^{\prime \prime}$. Shades weighing over 10 lbs . mus $\dagger$ use a $21 / 2$ " board with standard clutch system. Shades on a $11 / 2$ " board will default to the slim clutch system.
Exact Shade Dimensions (to closest 1/8")
Orders for boards wider than 168" or a height greater than 144 " are not accepted. We will not make any additional deductions.
Wrap of Mounting Board Specify White, C.O.M.* or None *For C.O.M. send enough fabric to cover the board without piecing- $\$ 10$ surcharge per board.

Qty:

| Under 10 lbs (2 spears): | Over 10lbs (4 spears): |
| :--- | :--- |
| $\square 1 \frac{1}{2}$ " Board | $\square 2 \frac{1}{2}$ " Board |
| $\square 2 \frac{1}{2 \prime \prime}$ Board | $\square 3 \frac{1}{2}$ " Board |
| Width (max. 168"): | Height (max. 144"): |

Select Child Safety System
Safety Ring Lock System
$\square$ Safety Shroud


Indicate the Distance Between Columns of Rings Your mounting board will be built according to the measurements you provide below: Your sketch does not have to be to scale, but the numbers must be accurate to the nearest $1 / 8^{\prime \prime}$. Draw vertical lines to show the columns of rings. Be sure to include every column, including those close to the edges of the board. The first two columns are sketched for you. Write the measurements to indicate the distance between each column of rings and the next. Measurements must be accurate to the nearest $1 / 8$ " we will not make any additional deductions. CHECK THAT MEASURMENTS ADD UP TO THE EXACT SHADE WIDTH.


Read Terms of Sale (page 2) and sign

EXXPRESSIVYOURS
Workroom Traversing Shaft System


## Payment Information

Terms of Sale The price of the mounting board includes all parts, labor and packaging. All orders ship within 5 business days from receipt with satisfactory payment arrangements. Rush orders received by 12 pm will ship next business day with a $\$ 10$ per board surcharge. Overnight shipping is additional.

Credit Card Information All EY board purchases will be charged to the credit card on file. By signing below you authorize Porter Preston to charge your card the amount noted above. I have read, understand and agree to the Terms of Sale.

Card Holder Signature:
Date: $\qquad$

## Rełurn Completed Order Form via Fax to 203-597-8828 or email to customerservice@porterpreston.com

Porter Preston 61 Mattatuck Heights Road, Waterbury, CT 06705 USA
Customer Service: 866-753-1113 Fax: 203-597-882 email: customerservice@porterpreston.com www.porterpreston.com

