



Fabricator of Automated & Custom Window Coverings



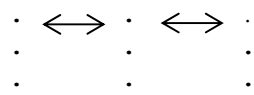
Manual Roller Roman Shade with Spools or Clips

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

Order Information for assistance call Customer Service at 866-753-1113 or email us at customerservice@porterpreston.com

Total Number of Boards to be made with these exact specifications Use another order form for boards with different specifications	Number of boards to be made: <input type="text"/>
Shade Weight Include the weight of the fabric, lining, stiffeners and bottom weights.	<input type="checkbox"/> 1-8 lbs <input type="checkbox"/> 9-15lbs <input type="checkbox"/> 16-20 lbs <input type="checkbox"/> 21-40lbs
Depth of Mounting Board Standard mounting board depths are 2 1/2". Call customer service if deeper mounting board is required.	<input type="checkbox"/> 2 1/2" Board <input type="checkbox"/> 3 1/2" Board (necessary over 16lbs) surcharge applies
Exact Shade Dimensions (to closest 1/8") Boards wider than 144" or taller than 120" are not accepted. Porter Preston will not make any additional deductions.	Width-max. 144" <input type="text"/> Height-max. 120" <input type="text"/>
Spools or Clips Specify if spools or clips should be used	<input type="checkbox"/> Spools <input type="checkbox"/> Clips
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.	<input type="checkbox"/> White <input type="checkbox"/> C.O.M. <input type="checkbox"/> None
Control Position Specify Left or Right	<input type="checkbox"/> Left <input type="checkbox"/> Right
Cord Color Cords are used for shades less than 10lbs	<input type="checkbox"/> White cord <input type="checkbox"/> Vanilla cord
Chain Type and Color All shades over 10 lbs require metal or white plastic bead chain. \$10 surcharge for other chain colors	<input type="checkbox"/> Metal <input type="checkbox"/> White Plastic
Length of Bead Chain	Standard Lengths 2' <input type="checkbox"/> 3' <input type="checkbox"/> 4' <input type="checkbox"/> 5' <input type="checkbox"/> 6' <input type="checkbox"/>

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". 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" Porter Preston will not make any additional deductions. **CHECK THAT MEASUREMENTS ADD UP TO THE EXACT SHADE WIDTH**



Total #of Columns

Read Terms of Sale (page 2) and sign


continue your order on page 2

Return 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: 203-597-8828
email: customerservice@porterpreston.com www.porterpreston.com



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Item	Width	Price	Qty	Total				
EYRR30	30"	\$96.60		\$	Ship me <input type="checkbox"/> bags of Orbs at \$19.99 per bag (100 Count). Item Number: CSORB (C/BK) <input type="checkbox"/> Clear <input type="checkbox"/> Black  Subtotal \$ _____			
EYRR48	48"	\$104.40		\$				
EYRR66	66"	\$112.00		\$				
EYRR72	72"	\$121.10		\$				
EYRR90	90"	\$130.20		\$				
EYRR104	104"	\$139.10		\$				
EYRR120	120"	\$146.80		\$				
EYRR144	144"	\$151.90		\$				
Subtotal				\$	Description	Price	Quantity	Total
					C.O.M.	\$10.00		\$
					Rush Order	\$10.00		\$
					LTL Shipment	\$		\$
							Subtotal	\$
							Grand Total	\$

Note: 3 1/2" board requires a Galaxy Clutch. Surcharge applies at \$24.00 plus \$2 per foot additional.

Shipping Porter Preston will ship Fedex ground at no extra charge up to 100" board size. Orders that are not standard sizes will be priced at next size (106", \$141.10 etc.) Orbs ship free with EY orders. HI, AK, PR will incur an additional \$20 surcharge for shipping. Porter Preston will ship common carrier LTL Freight Collect due to size limitations \$150.00 per order. \$175.00 for the following States: WA, OR, CA, ID, NV, AZ, NM, CO, UT, TX, KS, HI, AK, PR.

Warranty Porter Preston will repair or replace at no charge, any lift system that fails due to faulty parts or poor workmanship provided the claim is made within 60 days of purchase. This warranty does not cover systems that have been subject to abuse. Orders for Expressly Yours lift systems are not cancelable or returnable for any reason except warranty repair as described. The buyer verifies that all sizes and specs are correct. The customer will be charged for repairs necessitated by error on their part.

Payment Information

Terms of Sale The price of the mounting board includes all parts, labor and packaging. The price of boards up to 100" wide includes ground shipping. All mounting boards over 100" wide are shipped by common carrier, freight collect. All orders ship within 5 business days from receipt of orders with satisfactory payment arrangements. Rush orders received by 12pm 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 we have on file. By signing below you authorized Porter Preston to charge your card the amount noted above. I have read, understand and agree to the Terms of Sale.

WARNING



Cords on window covering products present a potential strangulation hazard.

For child safety, consider cordless alternatives or products with inaccessible cords.

Card Holder Signature: _____

Date: _____

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