Decorative Drapery Hardware Order Form

IMPORTANT INFORMATION: Please read the following carefully before utilizing this form:

1. This order form is to be used to order ⊷ Finials ⊷ Eclectic Finials ⊷ Tie Backs ⊷ Batons ⊷ Brackets ⊷ Accessories ⊷ Rings ⊷ Rods ⊷ Swing Arms ⊷ Unique Collection ⊷ Fina Collection ⊷ Italian Collection ⊷ Tropical Collection (except 9040S & 9040D Cornices) ⊷ Milano Collection ⊷ Rosina Collection ⊷ New York Wood Collection ⊷ Wood Craft Collection ⊷ Wood Poles and Accessories ⊷ Promotional Items for Designers
2. Utilize Special Instructions area to elaborate items that require special processing. Use additional forms/sheets if space is inadequate.

CUSTOMER INFORMATION

Company Name:			Page _____ of _____
Ordered By (Name):			Order Date:
Side Mark:			Account#:
Phone:			PO#:
Ship to:			Drawing/Template: Yes: ☐ No: ☐
Street:			Order Type: Reg: ☐ Rush: ☐ Hot Rush: ☐
City:	State:	Zip:	Delivery Location: Business: ☐ Residential: ☐

Ship Via:	FedEx Ground: ☐	3 Day: ☐	2 Day: ☐	Overnight: ☐	Truck: ☐	Will Call: ☐	Other:

IRON RODS • ITALIAN RODS • WOOD POLES

Qty.	Rod Type / Rod #	Rod Style (Round, Twist, Etc.)	Rod Dia. (Inches)	Rod Length (In.) (Not Including Finials)	Splice Yes/No	Finish		Room
						Name	Number	

Special Instructions:

FINIALS • ECLECTIC FINIALS

Qty.	Product #	Rod Style (Round, Twist, Etc.)	To Fit Rod Dia. (Inches)	Finial Fit (Interior / Exterior)	Left / Right (Where Applicable)	Finish		Room
						Name	Number	

Special Instructions:

BRACKETS • DECORATIVE BRACKETS

Qty.	Product #	Rod Style (Round, Twist, Etc.)	To Fit Rod Dia. (Inches)	Projection (Inches)	Finish		Room
					Name	Number	

Special Instructions:

RINGS

Qty.	Product #	Ring Size Inside Diameter (Inches)	To Fit Rod Diameter (Inches)	Finish		Room
				Name	Number	

Special Instructions:

Company Name: _____ PO#: _____ Side Mark: _____ Page _____ of _____

ACCESSORIES

Qty.	Product #	Rod Style (Round, Twist, Etc.)	To Fit Rod Dia. (Inches)	Fit (Interior / Exterior)	Finish		Room
					Name	Number	

Special Instructions:

TIE BACKS AND SWAG HOLDERS

Qty.	Product #	Tie Back Style		Left / Right (Where Applicable)	Finish		Room
		Post Projection	"U" Bend Shape		Name	Number	

Special Instructions:

BATONS

Qty.	Product #	Length in Inches (Tip to Tip)	Clip or Ring	Ring Size Inside Diameter (Inches)	Finish		Room
					Name	Number	

Special Instructions:

SWING ARMS

Qty.	Product #	Length (In.) (Including Finials)	Left / Right (Where Applicable)	Bracket # (If 3" or 6" Projection)	Mounting Plate (R1, R2, D3)	Finish		Room
						Name	Number	

Special Instructions:

OASIS COLLECTION

Qty.	Product #	Length (S, M, L, XL)	Ring		Finish		Room
			Number	Quantity	Name	Number	

Special Instructions:

PROMOTIONAL ITEMS FOR DESIGNERS

Product #	8000	8001	8002	8003	8004	8005	8006	8008
Quantity								
Product #	8009	8010	8011	8014	8015	8016	8017	8018
Quantity								

Additional Information:

Exclusive Collections Order Form

IMPORTANT INFORMATION: Please read the following carefully before utilizing this form:

1. This order form is to be used to order ⊷ Tuscany Cornice Collection ⊷ Tropical Collection (9040S & 9040D Cornices) ⊷ Burgundy Collection ⊷ Mediterranean Collection ⊷ Renaissance Collection ⊷ Vienna Collection
2. Utilize Special Instructions area to elaborate items that require special processing. Use additional forms/sheets if space is inadequate.

CUSTOMER INFORMATION

Company Name:				Page _____ of _____
Ordered By (Name):				Order Date:
Side Mark:				Account#:
Phone:				PO#:
Ship to:				Drawing/Template: Yes: ☐ No: ☐
Street:				Order Type: Reg: ☐ Rush: ☐ Hot Rush: ☐
City:		State:	Zip:	Delivery Location: Business: ☐ Residential: ☐

Ship Via:	FedEx Ground: ☐	3 Day: ☐	2 Day: ☐	Overnight: ☐	Truck: ☐	Will Call: ☐	Other:

TUSCANY CORNICE COLLECTION • TROPICAL COLLECTION (#9040S/9040D)*

Qty.	Product #	Length (Inches)	Return Projection (Inches)	Wood Duster Yes/No	Return Only Left / Right (Where Applicable)	Finish		Room
						Name	Number	

Special Instructions:

BURGUNDY COLLECTION / ROD WITH RETURN (#264/7007)

Qty.	Product #	Template Yes/No	Rod Dia. (Inches)	Rod Length (In.) (Not Including Finials)	Return Projection (Rod with Return #264 & #7007)	Finish		Room
						Name	Number	

Special Instructions:

MEDITERRANEAN COLLECTION • RENAISSANCE COLLECTION

Qty.	Product #	Renaissance		Return Only Left / Right (Where Applicable)	Mounting Plate Type	Finish		Room
		Length (Inches)	Return Proj. (In.)			Name	Number	

Special Instructions:

VIENNA COLLECTION

Qty.	Product #	Length (Inches) (Tip to Tip)	Left / Right (Where Applicable)	Proj. (3″ or 6″)	Knobs (Front or Back Includes 5)	Addl Knobs	Finish		Room
							Name	Number	

Special Instructions:

*Note: If used with traversing, please give ordering details with the Manual Traversing or Traversing with Somfy Motorization order forms.