



Account # \_\_\_\_\_

Company: \_\_\_\_\_ Contact: \_\_\_\_\_ Date of order: \_\_\_\_\_  
 Street address: \_\_\_\_\_ Person to contact with technical questions: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ P.O.: \_\_\_\_\_ Ph.: (\_\_\_\_) \_\_\_\_\_ Fx: (\_\_\_\_) \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ (required for shipping confirmation)  
**Ship To** (if different from above): \_\_\_\_\_ Attn: \_\_\_\_\_  
 Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**PLEASE COMPLETE ITEMS 1 THROUGH 10.** For assistance, call Customer Service at (800) 343-4542 or (704) 866-0650.

1 Total number of head rails to be made with these exact same specs: - - - ->  (use another order form for head rails with different specs)

2 SHADE WEIGHT: Include the weight of the fabric, lining, stiffeners, and bottom weight.  under 15 lbs.  up to 20 lbs. (Max. is 20lbs.)

3 EXACT SHADE DIMENSIONS - in inches, to the nearest 1/8 inch. **We do not make any additional deductions.**  
 NOTE: We do not accept head rail orders for shades wider than 168" or taller than 132".

4 CONTROL CORD POSTION: At the left or right side of the shade?  LEFT side  RIGHT side

5 PLASTIC BEAD CHAIN COLOR: Our plastic bead chain is rated for 30 lbs.  white plastic chain  off-white plastic chain

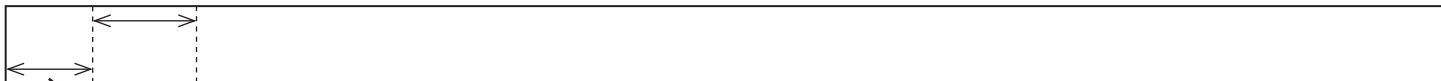
6 LENGTH OF CONTROL CHAIN LOOP: Standard chain drop lengths are 2', 3', 4', 5', & 6'. For other drop lengths, call Customer Service.  SEE STANDARD SIZES AT LEFT  Feet

7 MOUNTING BRACKETS: Choose between "Wall" or "Ceiling" mount.  Wall Mount  Ceiling Mount

8 TOTAL NUMBER OF COLUMNS OF RINGS ON THE SHADE.  Columns

INDICATE THE DISTANCES BETWEEN EACH COLUMN OF RINGS IN YOUR SHADE.

**NOTE: Minimum spacing = 9".** Your head rail will be built according to the measurements you provide on the chart below. Your sketch doesn't 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 head rail. The first two columns are sketched for you. Write the measurements to indicate the distance between each column of rings and the next. CHECK THAT THESE MEASUREMENTS ADD UP TO THE EXACT SHADE WIDTH ON LINE 3.



Minimum 2" (15lb clutch) from the end on each side  
 Minimum 2 1/2" (20lb clutch) from the end on each side

**Example:**     = (24" Head Rail)

9 Shades are typically mounted over the front of the operating system. Check here if you plan to mount to the back of the operating system. (no additional charge).  Standard/Front Mount  Special/Back Mount

10 READ THE TERMS OF SALE (PAGE 2), AND SIGN.  
 We ship "Net 30" to pre-approved accounts only, credit card to all others.

**RUSH ORDER**  
\$10 per board surcharge.  
Overnight freight additional

PRICE AND SHIPPING INFORMATION								
WIDTH UP TO:	30"	48"	66"	72"	90"	104"	120"	168"
ITEM #	CS4/30	CS4/48	CS4/66	CS4/72	CS4/90	CS4/104	CS4/120	CS4/168
PRICE EACH:	\$71	\$75	\$81	\$86	\$93	\$98	\$115	\$119
<b>SHIPPING VIA:</b> UPS GROUND ON BOARDS UP TO 104" WIDE. (UPS MAX SIZE)						<b>FREIGHT COLLECT (TRACTOR TRAILER)</b> OVER 104" WIDE TYPICAL TRACTOR TRAILER SHIPPING CHARGES START AT \$90.00 AND VARY DEPENDING ON YOUR LOCATION.		
ALL ORDERS INCLUDE A CLUTCH COVER AND THE OPTION OF STOP BRACKETS AT NO ADDITIONAL CHARGE.								



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I authorize Rowley Company to charge the credit card above for all of my orders submitted to Rowley Company. I have read, understand and agree to the Terms of Sale on this 2-page order form.

Expiration Date

Security Code

MC, Visa, Disc.: 3 digits, AMEX: 4 digits

Signature of purchaser/cardholder \_\_\_\_\_ Date \_\_\_\_\_

**Credit Card Billing Address**  
(if different than ship to address)

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Complete Name of Card Holder \_\_\_\_\_

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Street Address \_\_\_\_\_

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City \_\_\_\_\_ State/Prov. \_\_\_\_\_ Zip \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Home Phone

E-mail: \_\_\_\_\_

Ship me \_\_\_\_\_ bags of Orbs  
at \$17.50 per bag (50 count)  
Part number **RW19** (clear)

Charge and ship to my  
pre-approved Net 30 Account.  
Account # \_\_\_\_\_

The price of the mounting board includes all parts, labor and packaging, but does not include sales tax where applicable or shipping charges, for which the receiver is responsible. All orders will ship within five business days from receipt of order with satisfactory payment arrangements. Rush Orders will ship within 24 hours from receipt of order with a \$10 per board rush charge. Rush Orders must be clearly marked "Rush" otherwise standard turnaround will apply. Overnight freight is additional. Terms: net 30 days to pre-approved accounts only or credit card. Prices, design, and availability are subject to change or withdrawal without notice.

**T E R M S O F S A L E**

**WARRANTIES BY ROWLEY COMPANY**

Rowley Company agrees to repair or replace, free of charge, any Custom Solutions made-to-order Operating System that, due to faulty parts or workmanship in the assembled Operating System, is returned freight prepaid to Rowley Company within ninety (90) days of delivery. The Clutch in the system is covered by a ten-year warranty. These warranties do not cover shades or systems that have been subjected to abuse.

Orders for Custom Solutions made-to-order Operating Systems are not cancelable and cannot be altered. Custom Solutions Operating Systems are not returnable for any reason except warranty repair, as described above. The buyer verifies that all sizes and other specifications are correct. A Custom Solutions Operating System will be custom-built to the size and other specifications written on page 1 of this order form. Rowley Company will repair or replace without charge any operating system that is not made correctly to those specifications. **The customer will be charged for any repairs or replacement necessitated by an error in the measurement or other specifications.**

**SHIPPING**

**Ownership:** All orders are F.O.B. Rowley Company; the buyer owns the shipment as soon as it leaves the Rowley Company loading dock. In the event of a damaged shipment, the buyer must accept the shipment and place a claim with the carrier. Prices quoted include all parts, labor and packaging for all mounting boards. **The buyer is responsible for shipping costs.**