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# INTERLUDE ORDER FORM

page \_\_\_\_\_ of \_\_\_\_\_

Order Date: \_\_\_\_\_  
 Tag/PO \_\_\_\_\_  
 Quote # \_\_\_\_\_  
 WO # \_\_\_\_\_  
 Target Date: \_\_\_\_\_

**Invoice To:**  
 Company: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Contact: \_\_\_\_\_

**Ship To:**  
 Address: \_\_\_\_\_  
 Ship Via:  
 P/U  SG Install  Ship Via:

**Production time begins when the order form is fully completed.**

Room	QTY	Width Measure to 1/16"	Length Measure to 1/16"	#1 Meas. T=tight F=finish C=cloth	Fabric Style & Colour See Fabric Catalogue	Control			Valance		#6 Hem Finish see below	#7 Side by Side	#8 Mount C=ceiling W=wall L=lateral	#9 Options Use this section for Options or finishes
						Drive L=left R=right	#2 Type see below	#3 Option see below	#4 Type see below	#5 Finish see below				
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														

Special Instructions:

#1 Measure	#2 Control Type	#3 Control Options	#4 Valance Type	#5 Valance Finishes	#6 Hem Finish	#7 Side by Side	#8 Mounting:	#9 Options
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T = Tight  
 Provide Tightest dimensions.  
 The factory will deduct 1/8" from width.

F = Finish  
 Provide finished dimensions including brackets. No deductions will be taken.

C = Cloth  
 Net width of cloth (all bracket requirements will be added to this measurement)

CD = Cord

White Only

CH = Chain with Hold Down

SS = Stainless Steel  
 PC = Poly Clear  
 PW = Poly White  
 PL = Poly Linen  
 PBR = Poly Brown  
 PG = Poly Grey  
 PB = Poly Black

Automation: For order codes & configurations refer to the current Retail Price Guide

D8 = Decora 8..... W, AN, DBR, BK, LN  
 D12 = Decora 12..... W, AN, DBR, BK, LN  
 D16 = Decora 16..... W, AN, DBR, BK, LN

W, AN, LN, BK, BR

**Finishes Defined**  
 W = White  
 AN = Anodized  
 LN = Linen  
 BK = Black  
 BR = Brown

Indicate if the shade is beside another line item by indicating which line item it is.

Lateral Mounts:  
 When ordering laterally mounted shades, finished measurements MUST be provided. Light gap will increase on cassette systems that are laterally mounted.

SHD = Safety Hold Down (spring loaded)  
 HDB = Hold Down Brackets (bottom bar)