

**Customer's Own Material Ordering Instructions - Particles**

1. Please complete the information below and return via email to [orders@encoreseating.com](mailto:orders@encoreseating.com) or fax to 562.926.1963. All COM, COV or COL material must be approved by Encore and will not be scheduled for production until the total order requirements have been received. Approval will be completed within 24 hours of receipt.
2. Please ensure that all COM, COV or COL materials are properly identified and marked with the company name, purchase order number and reference number or sidemark and send to Encore at 13747 Midway Street,

Date: \_\_\_\_\_

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

Dealer Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

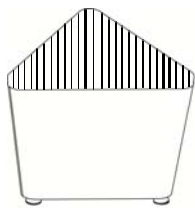
Purchase Order #: \_\_\_\_\_

Bench Model #: \_\_\_\_\_

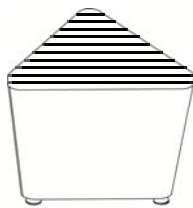
Quantity: \_\_\_\_\_

3. Indicate the appropriate fabric application and related textile information for each upholstery component, as applicable.

Seat Upholstery:



Up the Roll



Railroaded

Textile Manufacturer: \_\_\_\_\_

Pattern Name and Color: \_\_\_\_\_

Total Yardage/Sq. Ft. Being Sent: \_\_\_\_\_

Fabric Width: \_\_\_\_\_ Repeat: \_\_\_\_\_

Side Panel Upholstery:  Check here if same as seat upholstery.



Up the Roll



Railroaded

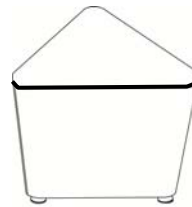
Textile Manufacturer: \_\_\_\_\_

Pattern Name and Color: \_\_\_\_\_

Total Yardage/Sq. Ft. Being Sent: \_\_\_\_\_

Fabric Width: \_\_\_\_\_ Repeat: \_\_\_\_\_

Top Welt Upholstery:



Textile Manufacturer: \_\_\_\_\_

Pattern Name and Color: \_\_\_\_\_

Total Yardage/Sq. Ft. Being Sent: \_\_\_\_\_

Fabric Width: \_\_\_\_\_ Repeat: n/a

Side Welt Upholstery:  Check here if same as top welt.



Textile Manufacturer: \_\_\_\_\_

Pattern Name and Color: \_\_\_\_\_

Total Yardage/Sq. Ft. Being Sent: \_\_\_\_\_

Fabric Width: \_\_\_\_\_ Repeat: n/a