

7531 Coldwater Canyon Avenue • North Hollywood • California • 91605 • USA
P) 800.828.2500 or 818.503.8300 • F) 818.503.8360

Account # _____ Account Name _____
 Address _____
 City/State/ZIP _____
 Phone _____ Fax _____
 Ordered by _____ Purchase Order # _____
 Sidemark _____ Acct Mgr _____

Ship to _____ Attn _____
 Address _____
 City/State/ZIP _____
 Phone _____
 Date Ordered _____ Date Needed _____
 Ship via Will Call Standard 2-Day Overnight

A fully completed order form is required before manufacturing can begin. All orders confirmed in writing.

Line No & Room ID	Shades (Qty)	Mount				WIDTH*			Finished Height	Roll Type		LIFTING SYSTEMS								Chain Length (see B)	Light Channel		HEM OPTION DETAILS			Fabric Description	
		IS	OS	Wall	Ceil	Tight Opening	Tip to Tip Width (Bracket to Bracket)	Cloth Width		Spring Roller		CCO		CCO Covers**		Cordless Cassette		Motors (see A)			Side	Sill	Hem Style (see C)	Hem Bar Color			
										Yes	No	L	R	Yes	No	Yes	No	L	R					Anod Black	Anod Alum		White
1.																											
2.																											
3.																											
4.																											
5.																											
6.																											
7.																											
8.																											

*About WIDTH:

Tight Opening is the actual window measurement, usually an inside mount or other tight fitting area. If provided, we will take a 1/8" allowance for inside mount. For outside mount, this is the actual measurement.

Tip to Tip is the same as bracket to bracket. If you provide the tip to tip measurement, this will be the exact size of the shade from tip to tip or outside of bracket to outside of bracket.

Cloth Width will be 3/4" to 1 1/4" less than the tip to tip width (or bracket to bracket), depending on the application. Please call for specifics.

**L-Systems only. Bracket covers for motors or clutches will add an extra 1/4" to the overall dimensions. For inside mount, take an additional 1/4" deduction.

(A) Motor selection and option details must be specified. Please refer to **page 2** of this order form.

(B) Chain length cannot be less than 3/4 of the height of the shade.

I have ordered a MOTOR on page 2 of this order form.

I have ordered OPTIONS on page 2 this order form.

I have ordered VALANCES on page 3 of this order form.

I have given SPECIAL INSTRUCTIONS on this order form.

C - HEM STYLES (indicate appropriate code in above hem style box)	CODE
Std Pocket (open side hems)	SP
Non-Std Pocket (sealed side hems)	NSP
Flat Hem Bar, Plain	FP
Flat Hem Bar, Shadow Line	FSL
Flat Hem Bar, Wrapped	FW
Round Hem Bar, Plain	RP
Round Hem Bar, Shadow Line	RSL
Round Hem Bar, Wrapped	RW

IMPORTANT: Refer to pages 4 - 6 in our Rollstar Price List to select your valance options before filling in the form below.

VALANCE OPTION DETAILS																						
Line No(s)	Qty	VALANCE TYPES (Please check appropriate box)																	CASSETTE/FASCIA/HEADBOX COLORS			
		Flat Valance	Covered Cornice	Cassette Plain 3 1/8" x 2 1/2"	Cassette Plain 3 1/8" x 3 3/8"	Cassette Wrap 3 1/8" x 2 1/2"	Cassette Wrap 3 1/8" x 3 3/8"	Cordless Cassette Plain	Cordless Cassette Wrap	R-System Snap-on Fascia 3 3/4" x 3 3/8"	R-System Snap-on Fascia 4 3/8" x 4 1/8"	L-System Fascia 3 3/4" x 3 3/8"	L-System Fascia 4 3/8" x 4 1/8"	4040 Covered Fascia (top & front) 4" x 4"	4045 Headbox 4" x 4 1/2"	5050 Headbox 4 3/4" x 5"	5555 Headbox 5 1/2" x 5 1/2"	7090 Headbox 9" x 7"	Closure Shelf 2 7/8" x 7 7/8"	Anodized Black	Anodized Aluminum	White

VALANCE OPTION DETAILS (continued)							
Line No(s)	Qty	END CAP		BOTTOM/CLOSURE SHELF		TOP/BACK COVER	
		L	R	Yes	No	Yes	No

SPECIAL INSTRUCTIONS