

C.O.M. FORM

To insure your COM/COL order is manufactured precisely and in a timely manner KDR requires the following information. This form must be completed and presented with every purchase order specifying COM/COL. Before you begin please take a moment to view the attached General COM Information Sheet.

Date _____ Customer PO # _____ Sales Order# _____

Vendor _____ Acknowledgment # (KDR to complete) _____

Contact _____ Model # _____

COM coming from _____

Fabric Name _____

Fabric Color _____

Width _____

Repeat (Vertical) _____ (Horizontal) _____

Fabric is to be applied:

Railroad (RR) _____ Or up the bolt (UB) _____

Welt cut on the bias Yes _____ No _____

Amount of yardage supplied _____

ATTACH A CUTTING HERE. (FOR FABRICS WITH PATTERNS, PLEASE SEND CUTTING REPRESENTATIVE OF THE PATTERN SCALE) APPLY CUTTING CORRECT SIDE UP, AND CORRECT DIRECTION FOR APPLICATION

NOTE: Textiles needing either acrylic backing or knit backing (i.e. chenilles or silks) should be processed with such treatments before the C.O.M. ships to the furniture manufacturer. If your C.O.M. is not backed and the furniture manufacturer determines that the C.O.M. does need to be backed, additional backing service charges will be billed to your account with your approval. If you decline having the C.O.M. backed, KDR and the vendor will not be responsible for any fabric defects, excess wear, crushing or seam slippage.

Detailed Application _____

Diagram attached? Yes _____ No _____

Return Excess COM? Yes _____ No _____

I agree to pay for any UPS charges to return COM. Yes _____

Net value of COM being sent to vendor \$ _____

COM order submitted and approved by: (Signature) _____

Designer declines to submit a cutting for approval and accepts full responsibility of COM application.

Signature: _____

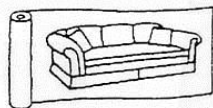
The responsibility of applicability of fabric or leather to frame rests with you, the designer. KDR and the vendor will not assume responsibility for imperfections in the fabric, dye lot variations, transparency, loosely woven or wearing qualities of any COM yardage. If a fabric is questionable, a cutting of adequate size should be provided to be sent to the furniture vendor for examination before KDR will process paperwork on an order.

GENERAL C.O.M. INFORMATION

KDR requests that the attached COM form be completed for each individual COM supplied prior to production of your order. Completion will ensure that your COM's will be applied properly and efficiently to your special order for your client.

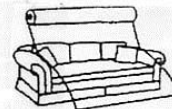
To help in answering questions that may arise on your COM application, please read below and make any notations applicable on your attached COM form under the "detailed application" section.

1. If the fabric is a stripe, which way do you wish the stripe to appear – vertical or horizontal?
2. If your fabric is a floral or geometric, please specify the direction of your fabric as it should appear on your furniture. It is sometimes difficult for the factory to determine which direction a design should lay.
3. If there could be any question concerning which side of your fabric is the face side, please attach a properly marked cutting to your order. We will assume the face side is rolled in unless we are told otherwise.
4. If your fabric is not "railroaded", seaming will be required on long, bench-type cushions. The factory will position these seams at their discretion unless you indicate otherwise. Please see the sketch below for an explanation of the term "railroaded".
5. COM yardage specifications by vendors are guidelines only. Sometimes, due to large repeats or special fabric applications, additional COM may be requested after the vendor has had a chance to lay out the COM with their upholstery templates. If additional COM is needed, the designer is responsible for this cost.



RAILROADED

COM SKETCH TEMPLATES



NON-RAILROADED
(UP THE BOLT)

