

# COM/COL INFORMATION

Account Name	Account ID	
Contact Person	PO #	
E-mail	Phone	
Address		
City	State	Zip
<p>Please send this completed form with your COM to the address below. If more than one fabric is to be applied to the order, please complete a separate form for each fabric. Please note that proper identification of COM is imperative. If we are unable to identify your COM, the order cannot be processed.</p> <p style="text-align: center;"><b>Charleston Forge (Attn: COM Dept.) , 251 Industrial Park Drive, Boone, NC 28607</b></p>		
Please note: Your order will not be released for production until we receive your fabric and this completed and signed form.		
Fabric manufacturer, sku, and description		
Item to which your COM should be applied		
If item is a glass top, please provide dimensions		

1. Attach a sample of your fabric in the space at right, noting the top of the pattern and the face side of the fabric.

2. Provide application instructions in the space below. If there are no special application instructions please note, "No specific instructions." *Please note that in the absence of application instructions, Charleston Forge will not be held responsible for a COM application deemed unsatisfactory by the customer.*

3. Do not assume that fabric application is obvious.



Apply Fabric (Circle one):	Railroad	Up the Roll
Application Instructions (i.e. specific motifs centered on cushions, glass top, etc.)		
Signature	Date	
Printed Name		
<p>While we do inspect fabrics for mill imperfections, we cannot be responsible for defects, color or dye lot variations, or other flaws in fabrics. Charleston Forge accepts no responsibility for a fabric's overall appearance, flammability, normal durability or colorfastness.</p>		

OFFICE USE ONLY			
GLASS P.O. #	LINE #	YARDS	WO#