



BRANCH  
HOME

PLEASE NOTE 20%  
UPCHARGE FOR  
COM FABRIC

# Customer's Own Order Form

- COM / COL / COT -

## DEALER / DESIGNER INFORMATION

DESIGNER \_\_\_\_\_ SHOWROOM/STORE \_\_\_\_\_

ITEM \_\_\_\_\_ QUANTITY \_\_\_\_\_

DESIGNER P.O.# TO BH \_\_\_\_\_ BRANCH HOME S.O.# \_\_\_\_\_

SIDEMARK \_\_\_\_\_

## COM / COL SOURCE INFORMATION

FABRIC SUPPLIER / MILL \_\_\_\_\_

PATTERN / COLOR \_\_\_\_\_ FABRIC NAME \_\_\_\_\_

FABRIC WIDTH \_\_\_\_\_ VERTICAL REPEAT \_\_\_\_\_ HORIZONTAL REPEAT \_\_\_\_\_

YARDS PER ITEM \_\_\_\_\_ YARDS SENT \_\_\_\_\_

COL USABLE SQUARE FOOTAGE SENT \_\_\_\_\_

FABRIC ORIENTATION:                      RAILROADED                      UP THE BOLT

TAILORING DETAILS:                      WELT                      NO WELT                      BUTTONS                      NO BUTTONS                      NO SEAMS  
*(FYI—"UP THE BOLT" TYPICALLY REQUIRES SEAMS ON LARGER ITEMS)*

## COT SOURCE INFORMATION

TRIM SUPPLIER \_\_\_\_\_ PATTERN / NAME / COLOR \_\_\_\_\_

CORD WITH FLANGE \_\_\_\_\_ CO WELT \_\_\_\_\_

YARDS PER ITEM \_\_\_\_\_ YARDS SENT \_\_\_\_\_

## DEALER / DESIGNER INFORMATION

Please tell us about any unusual fabric attributes or special applications! Many designers submit drawings if the fabric application is complicated or unusual.

Central designs should be noted, as well as orientation of stripes, if appropriate. More information is better!

PLEASE RETURN  
UNUSED MATERIALS

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

*My signature confirms that I understand and accept Branch Home COM / COL / COT Guidelines.*

### SHIP TO:

**Branch Home**  
**ATTN: UPHOLSTERY**  
**1120 Bedford Street**  
**High Point, NC 27263**

### Sidemark Fabric with:

1. **Your Company Name**
2. **BH S.O. #**
3. **Your Company P.O. #**

*Failure to label fabric properly, may cause delay in production.*

## YOUR SUBMISSION CHECKLIST

*Orders will not be submitted into production  
without these items:*

- COM Form
- 50% Deposit
- A COM fabric swatch with face side marked.
- Drawing of fabric application (optional)
- Receipt of COM / COL / COT Yardage to  
BH