

## UPHOLSTERY QUICK SHIP PROGRAM

### TERMS AND CONDITIONS

#### QUICK SHIP LEAD TIMES:

- 4 weeks for chairs and ottomans
- 5 weeks for sofas

#### PRODUCTION WILL BEGIN WHEN ALL THE BELOW ITEMS ARE RECEIVED:

- Complete Showroom Order with all correct upholstery specifications
- Complete and correct COM Form (with cutting of textile attached)
- All COM/COL/COT materials
- Payment in full
- Shipping Method (Carrier Name/Contact Info)
- Ship To Info/Address
- Quick Ship lead time DOES NOT include delivery time
- If using COL, please note that GIP top stitch seams and GIP flange seams are not available. We recommend raw edge seams or other seam selections noted in the price list under each product description.
- If using velvet, please note that GIP top stitch seams and GIP flange seams are not available. We recommend using COT at seams.

#### ADDITIONAL NOTES

- If COM is received at GIP and requires knit backing, please add 1 week to lead time
- COT is to be applied only to locations described in the price list
- If requesting complex pattern matching, please submit specific visual customer instructions of how the pattern should be applied