Paul Brayton Designs
FURNITURE | TEXTILES

COM / COL APPROVAL INSTRUCTIONS

COM/COL APPROVAL

All COM/COL materials must be pre-approved prior to shipping fabric or leather.

All COM material must have a light acrylic or latex backing. COM material must be in one continuous piece. COL in full hides.

Send a 9” x 9” minimum sample of each COM / COL being used on your order, along with the completed application form to:

Paul Brayton Designs
Attn: COM/COL Approval
403 Interstate Drive
Archdale, NC 27263

A separate form should be used for each COM/COL. You will be advised of your COM/COL approval number and the amount of material required.

Upon receipt of your completed form and COM/COL sample, we will review the information submitted and contact you with your approval number and the required yardage or square footage. Please note that this approval is conditional based upon a sample only. Circumstances may require a larger sample for approval, or additional yardage/square footage based upon the condition of the goods when received at PBD.

SHIPPING APPROVED COM/COL MATERIALS

Approved COM/COL materials should be shipped with all freight, duties, and taxes prepaid to:

Paul Brayton Designs
Attn: COM/COL Warehouse
518 Old Thomasville Road
High Point, NC 27260

- All freight collect shipments will be refused.
- All COM/COL goods must include a packing list from the supplier with:
  - -Client name
  - -Purchase Order # for Paul Brayton Designs products
  - -Paul Brayton Designs COM/COL Approval Number

PURCHASE ORDER

- Reference your COM/COL approval number on your purchase order.
- Purchase order may be submitted to PBD by e-mail to: requests@paulbraytondesigns; Fax: 336-882-5300 or by mail to the Archdale, NC address.
- Specify COM/COL supplier’s name, pattern, color and number on your purchase order for each PBD item being ordered. Be sure to indicate any special application instructions for each item and each COL/COM.

Paul Brayton Designs does not warrant COM/COL; neither do we assume any responsibility for COM/COL defects, durability, flammability, performance or appearance. Excess material may be returned to the client with the furniture at time of original shipment if requested in writing. Excess COM/COL will be otherwise disposed of after production and will not be held.

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FURNITURE | TEXTILES

Paul Brayton Designs APPROVAL NUMBER _____

# of Yards needed: _____

# of Sq. Feet needed: _____

Send completed application and sample to:
Paul Brayton Designs
Attn: COM/COL Approval
403 Interstate Drive
Archdale, NC 27263

COM/COL APPROVAL APPLICATION

Clients Name: _____

Contact Name: _____

Address: _____

City _____ State _____ Zip _____

Phone: _____ Fax: _____

E-mail: _____

Clients PO # for Paul Brayton Designs product: _____

PBD Furniture Style Name: _____ Style Number: _____

COM/COL Supplier Name: _____

COM/COL Pattern Name / Number / Color: _____

COM Fabric Width: _____ Repeat: _____

COL Average Hide Size: _____

APPLICATION

Indicate desired fabric direction: Railroaded _____ Top-out _____

Any special application instructions _____

_____

Note: Unless otherwise requested all stripes will be applied vertically. Without specific written instructions Paul Brayton Designs reserves the right to determine the application of the fabric.

ATTACH 9" X 9" MINIMUM COM/COL SAMPLE BELOW.
INDICATE PATTERN DIRECTION – UP THE ROLL or RAILROADED.