

## Sagehill Designs Custom Products Program General Outline / Quote Request

**Objective:** To provide our customers with custom Sagehill Designs products to meet their needs utilizing the styles and finishes currently available within our current program.

**Limits of Custom Products:** We will custom make from our current styles (Example: Haywood, Jameson, Heartland Home, etc...) in terms of size (within design limits of a particular style), layout configurations (Example: drawer and door location), and color finish. Finishes must be selected from the current collection of products. (Example: The Jameson style, 24" wide with the Haywood finish)

**Lead Time:** No more than ten (10) weeks from the date of receipt a written purchase order containing confirmed specifications and deposit until the date of shipment from our distribution center.

**Deposit:** As these items are custom and specific to a particular need, a 50% deposit is required and must accompany the purchase order. No cancellations or refunds will be made after 72 hours from receipt of confirmed specifications and deposit.

**Changes:** No changes will be accepted after 72 hours from the receipt of confirmed specifications and deposit. Any changes made within the 72 window are subject to review and possible additional costs.

**Note:** Any un-defined specifications will be determined by Sagehill Designs in consideration of the product style and our ability to manufacture.

**Freight:** Freight costs are not included in the item quote. Our standard Sagehill Designs freight adder will be applied to all custom order quotes. Please see the Sagehill Design price list or contact your Sagehill Designs representative for the freight adder appropriate to the destination.

**Quote Duration:** This quote is valid for 30 days only. Thereafter this quote becomes null and void. Any order for this item placed after 30 days from the date of this quote will require review and a new quote as this special order quote cannot be extended to the same item after the original quote expires.

Account Name: _____	Contact Name: _____
Account Address: _____	City: _____ State: _____ Zip _____
Current SHD Price Level: _____	Ph: ____ - ____ - ____ Email: _____

**Quote Request Procedure:**

1. Select Style: \_\_\_\_\_ (Example: Jameson)
2. Select Size: \_\_\_\_\_" Wide X \_\_\_\_\_" Deep X \_\_\_\_\_" High (Example: 42" W x 21" D x 34" H)
3. Configuration: \_\_\_\_\_ # Doors \_\_\_\_\_ # Drawers (Example: 2 Doors / 3 Drawers)
4. Location of Door: \_\_\_\_\_ Doors on Left \_\_\_\_\_ Doors on Right (Example: 2 Doors on Right Side of Vanity)
5. Location of Drawers: \_\_\_\_\_ Drawers on Left \_\_\_\_\_ Drawers on Right \_\_\_\_\_ Drawers Top Center \_\_\_\_\_ Drawers Bottom Center
6. Color / Finish: \_\_\_\_\_ (Example: Same as Haywood two tone but no distressing)
7. Special Custom Fit Top: \_\_\_\_\_ Yes \_\_\_\_\_ No (For Deco, Java, Wyndham Park, Urban Loft, Barrister)
8. Special Top Color: \_\_\_\_\_ Travertine \_\_\_\_\_ Carrera White \_\_\_\_\_ Absolute Black \_\_\_\_\_ Uba Toba Green
9. Hardware (Knobs / Pulls: \_\_\_\_\_ (Example: Use same knob and pulls as Barrister)
10. Drawings / Sketches: Please attached any drawings or sketches that would help identify any special requirements

**Other Special Notes or Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Submit Quote to:** Your Sagehill Designs sales manager for initial review. Quote request will then be forwarded to Sagehill management for evaluation and quote process. A formal letter containing the details and costs will be forwarded to the requesting dealer with a copy to the sales manager and local sales representative. Please note that this quote is effective for 30 days only. Thereafter it is null and void. Should the customer wish to place an order for this product after the expiration of this quote, Sagehill Designs would require that the quote be re-processed as a new quote.

**Notes:** Cost will be determined by the specifications and will be quoted by each item requested.