

BALLARD DESIGNS®

ABOUT THE AFTON DAYBED

Thank you for your interest in our Afton Daybed. We developed this informational packet to take the guesswork out of making your selection and placing your order. However, if you have questions not addressed below, please call us at 800-535-8776. One of our representatives will be glad to assist you.

CONSTRUCTION & INSTALLATION

Evolving from the French “alcove bed” of the 18th century, American daybeds have been used in sitting rooms and parlors as additional seating and a place of daytime repose. Their versatility is ideal for today’s multi-use spaces, and many customers enjoy them as guest room furnishings. Combining the best features of a sofa and a bed, our Afton Daybed is a fitting choice wherever you need extra accommodations. Designed with traditional rolled arms and a tailored skirt, the Daybed can be dressed up or down with the addition of your linens, providing a custom and easily changeable look. Its solid hardwood construction is reinforced with steel framing for years of use, while metal link springs support your twin mattress for optimum comfort. Mattress not included. Mattress Cover sold separately.

UPHOLSTERY OPTIONS

Order your Afton Daybed with any of the following Fabric Options: **1)** The Select 7 Fabrics: Off-White Twill, Danish Linen Oatmeal, Trilby Basketweave Natural, Charcoal, or Drift, Microfiber Chamois or Slate; **2)** Special Order in any fabric from our extensive Library or **3)** send us your own. Go online to view all fabric options with pricing.

TRUNDLE

The need for an extra bed is nothing new, and trundles have been a popular solution since the Renaissance. For centuries, they existed simply as a low frame that stowed beneath a larger bed. Our update includes a lever that lifts the frame off the floor and locks it into place.

ORDERING AND DELIVERY

To place an order, call 800-535-8776 or order online at ballarddesigns.com.

ITEM	ITEM#
Afton Daybed	MB118
Afton Daybed with Trundle	MB120
Upholstered Daybed Mattress Cover	FL434

FABRIC REQUIREMENTS

Please Note: all fabric must be at least 54”wide.

NONRAILROADED

Item	Item#	Plain Fabric	1”-14” Repeat	15”-24” Repeat	25”-27” Repeat	28”-36” Repeat
Afton Daybed	MB118/MB120	12 yd	16½ yd	17 yd	18 yd	19½ yd
Upholstered Daybed Mattress Cover	FL434	4¼ yd	4¾ yd	5 yd	5½ yd	6 yd

RAILROADED

Item	Item#	Plain Fabric	1”-14” Repeat	15”-24” Repeat	25”-27” Repeat	28”-36” Repeat
Afton Daybed	MB118/MB120	12 yd	15½ yd	16 yd	17 yd	18 yd
Upholstered Daybed Mattress Cover	FL434	4¼ yd	4½ yd	4¾ yd	5 yd	5½ yd

Please send continuous yardage only; we cannot use multiple pieces of material. **Yardage must be on a bolt, not folded.**

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ABOUT BALLARD'S "CUSTOMER'S-OWN-MATERIAL" SERVICE

What does the "Customers-Own-Material" Service mean? If you enjoy a truly custom décor, we allow you to combine your choice in fabric with the quality of our products. This allows you to supply the material with which your furniture will be made.

SELECTING YOUR FABRIC

What fabrics will we NOT accept?

- Leather
- Silk
- Vinyl
- Quilted pieces
- Sheets
- Rugs
- Contrasting welts or fringe.
- Fabric with flaws
- Striped patterns or plaids for tufted furniture (tufting process distorts the stripes)

Other helpful things to know when selecting your fabric:

- If your fabric features a central design, we will make every effort to center it on your item, if you specify on the order form.
- Any stripes will be arranged vertically, unless you request horizontal striping.
- We only accept continuous yardage.
- Contrasting fabrics only accepted on select items (please call for details).
- Inadequate fabric WILL delay your order.
- We reserve the right to refuse the fabric if it will compromise the quality of the piece.
- Many customers choose a Ballard Fabric-by-the-Yard for their COM; please call for information or see our selection online.

PREPARING AND SENDING YOUR FABRIC

How should you prepare the fabric you send?

- Inspect the fabric for flaws.
- See the attached page for yardage requirements; Yardage must be on a bolt, NOT folded.
- Measure carefully (excess fabric cannot be returned).

How do you order this service and what to do then?

- Complete the attached form and enclose it with your fabric (must have this form to proceed with your order).
- Please cut a small swatch (at least 1" sq.) and staple to your order form with the correct side facing up (this precautionary measure helps insure that your fabric is identifiable to the order form in the unlikely event they were to become separated).
- Please indicate on your order form if your fabric will be sent in separate packages.
- Please make sure the mailing label of your package has the exact address printed on the order form (for your convenience, you may clip out the pre-printed label on the order form).
- Please also provide your name, return address and a phone number where you can be reached.
- An estimated delivery time is available when you place your order.
- Fabric and completed order form must be received before we can place your order.

Please note: All COM furniture is made to order. Therefore, these items are non-returnable.

If you have ANY concerns not addressed here, Please call our Product Specialists at 800-535-8776.

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ABOUT “RAILROADED” FABRIC IN CUSTOM UPHOLSTERY

To help you select fabric that will result in a top-quality custom look for your COM upholstered furniture, we’ve put together the additional guidelines below.

NON-RAILROADED FABRIC:

Generally, fabric patterns are printed or woven vertically along the bolt. Since most fabrics are 54" wide, a sofa upholstered in a vertical-print fabric will usually have two seams, as shown in Figure 1. note: upholstering with vertical-print fabrics generally requires more yardage than is needed with horizontal-print fabrics; see below.)

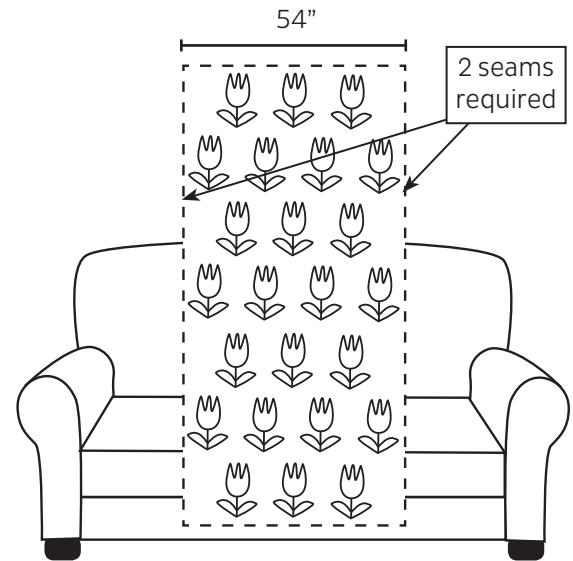


Figure 1

RAILROADED FABRIC:

Sometimes, the fabrics pattern is printed or woven horizontally across the bolt (see Figure 2).

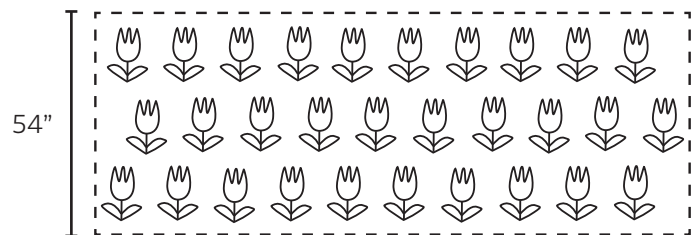


Figure 2

In upholstery terminology, this means that the fabric runs across the furniture horizontally, thereby eliminating vertical seams and providing a more professional look, as shown in Figure 3.

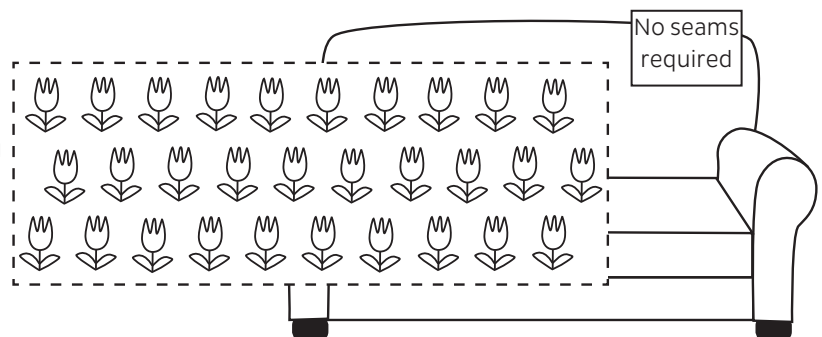


Figure 3

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ABOUT THE AFTON DAYBED

DIMENSIONS* SEE NOTE

AFTON DAYBED (MB118/MB120)



ADDITIONAL INFORMATION

Trundle: 15\"H x 76\"W

*Due to manufacturing variances, all upholstery dimensions can vary up to 1/2\".

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INSTALLING YOUR UPHOLSTERED BED

Thank you for choosing the Afton Daybed. To assemble your Bed, follow the instructions given below.

If you have any questions, please call 800-535-8776. One of our customer service representatives will be glad to assist you.

BEFORE YOU START:

Unpack your Bed and locate the hardware. Check to make sure you have the following:

- 2 - Side Arms
- 2 - Side Rails
- 1 - Spring Frame
- 4 - 1¹/₄" Screws

TOOLS:

You will need a Phillips screwdriver.

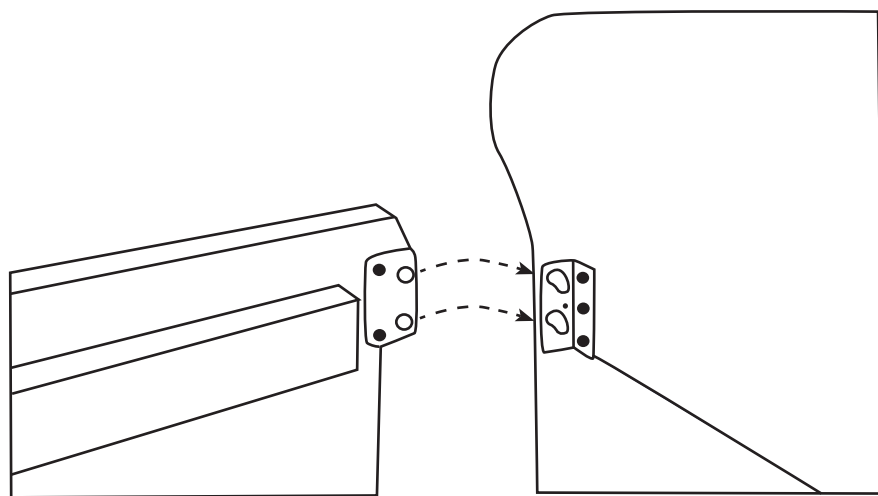
ASSEMBLY:

It is best to put this bed together in the space where you will use it. Once you assemble your bed, moving it will be awkward. Also, you will find it easier to assemble the Bed if you prop the Side Rails upright with the interior sides facing each other. Then put the Side Rails on the floor between the Side Arms.

First, slide the end of the hooks of each Side Rail into the corresponding slots in the Side Arm. Repeat this procedure on the opposite Side Arm. Please make sure all hooks are locked securely in place.

Next, place the Spring Frame between the Side Rails. Use your Phillips screwdriver and four screws to secure the Frame to the Side Rails at each corner.

Your Afton Daybed is now ready for your mattress.



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COM UPHOLSTERED ORDER FORM FOR THE AFTON DAYBED

ALL INFORMATION MUST BE COMPLETE OR YOUR ORDER WILL BE DELAYED

- 1) Please check one of the following boxes:
☐ I am ordering item number(s) ☐ **Afton Daybed (MB118)** ☐ **Afton Daybed with Trundle (MB120)** ☐ **Upholstered Daybed Mattress Cover (FL434)** to be upholstered in my own material. I have enclosed the specified amount of continuous yardage, prewashed (if machine-washable) fabric (multiple pieces cannot be accepted).
- 2) Please complete, if applicable:
Place the design/pattern of my material in the following manner: _____

- 3) Please provide all of the following information:
Ship my order to the following name and address: _____
Daytime phone (_____) _____-_____
Evening phone (_____) _____-_____
Catalog source code (numeric code in the shaded bar on the catalog's back cover) _____
Please indicate amount and method of payment:
Item Base Price ____ units @ \$_____ each = \$_____
Item Base Price ____ units @ \$_____ each = \$_____
Tax: Please see Ballarddesigns.com/salestax for applicable states. \$_____
Standard S&H Charges \$_____
TOTAL PRICE \$_____
☐ CHARGE: Circle type of card and fill in all blanks. VISA DISCOVER MASTERCARD AMEX
Account # _____
Expiration Date (required) _____
Cardholder's Signature: _____ Print Name _____
Cardholder's Billing Address (if different from ship-to address above): _____

☐ CHECK OR MONEY ORDER ENCLOSED: Make check payable to Ballard Designs. Sorry, no CODs or cash. Orders paid by check will be held until check clears.
- 4) I request that Ballard Designs follow the above instructions. I HAVE READ THIS INFORMATION PACKET CAREFULLY AND UNDERSTAND THAT BECAUSE THIS IS A CUSTOMIZED ORDER, CHANGES OR CANCELLATIONS ARE NOT POSSIBLE ONCE PRODUCTION HAS BEGUN. I recognize that the delivery of my COM order is based upon when Ballard receives the appropriate yardage from me. Finally, I acknowledge that COM ITEMS ARE NOT RETURNABLE FOR REFUND OR EXCHANGE.
Signature _____ Print Name _____ Date _____
- 5) When complete, send this form to:

RETURN TO: _____

BALLARD DESIGNS

ATTN: BALLARD DESIGNS CALL CENTER
COM DEPT. - GATE 51
5568 WEST CHESTER ROAD
WEST CHESTER, OH 45069

**FABRIC
FRONT**

Please clip a piece of your fabric to the front of this form with the correct side facing up. Then, mail your fabric and the order form to us, using the label at left. **Fabric must be on a bolt, not folded.**

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For convenience and accuracy, cut out the box above and use it as a mailing label on your package.



THRESHOLD DELIVERY CHECKLIST

MUST BE INCLUDED WITH ORDER

Your Name: _____

Ship to Name: _____

Shipping Address: _____

City: _____ State: _____ Zip Code: _____

Ship to Contact Name: _____

Ship to Contact Phone #: _____

Email, if available: _____

DELIVERY

- The delivery date is available when your order is placed.
- Threshold deliveries are typically made 2-3 weeks from shipment.
- The delivery agent will call to schedule the delivery; please share any restrictions with them at that time.
- Deliveries are made M-F between 8am-5pm with a 4hr window.
- The agent will set the item inside the first floor doorway or covered area; Assembly is NOT included dispose of packaging materials is NOT included. Please plan to dispose of the packaging after delivery. If you see damage to the box or the item, please contact us before accepting the delivery.

I have read and understand the requirements necessary for delivery.

Authorized Signature

Date