

# BALLARD DESIGNS

## ABOUT THE SABLON SEATING COLLECTION

*Thank you for your interest in our Sablon Seating Collection. 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.*

### DESIGN & CONSTRUCTION

Crisp, tailored lines give this Chesterfield style collection a confident modern attitude. Hardwood frame is artisan crafted in North Carolina, deeply padded and expertly hand tufted for a sumptuous look. Solid maple wood base is hand finished in a 10-step process for rich depth of color.

### UPHOLSTERY & FINISH

Order your Sablon Seating with any of the following Fabric Options: **1)** Off-White Twill; **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. Finishes: Black, Walnut, Pecan, Sierra or Driftwood.

### ORDERING AND DELIVERY

To place an order, call 800-535-8776 or order online at [ballarddesigns.com](http://ballarddesigns.com).

## CUSTOMER'S-OWN-MATERIAL (COM) INFORMATION FOR THE SABLON SEATING COLLECTION

### 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
Sablon Sofa	US126	12 yd	12½ yd	13 yd	13½ yd	14 yd
Sablon Loveseat	US114	11 yd	11½ yd	12 yd	12 yd	12½ yd
Sablon Chair	UC124	6½ yd	7 yd	7½ yd	7½ yd	8 yd

#### RAILROADED

Item	Item#	Plain Fabric	1"-14" Repeat	15"-24" Repeat	25"-27" Repeat	28"-36" Repeat
Sablon Sofa	US126	9 yd	10 yd	10½ yd	11 yd	11½ yd
Sablon Loveseat	US114	8 yd	9 yd	9 yd	10 yd	10 yd
Sablon Chair	UC124	5 yd	5½ yd	6 yd	6 yd	6½ yd

*Please note: 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.)

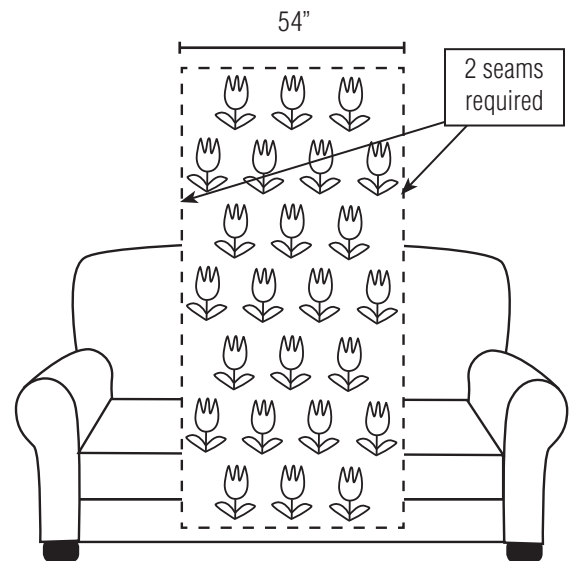


Figure 1

### RAILROADED FABRIC:

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

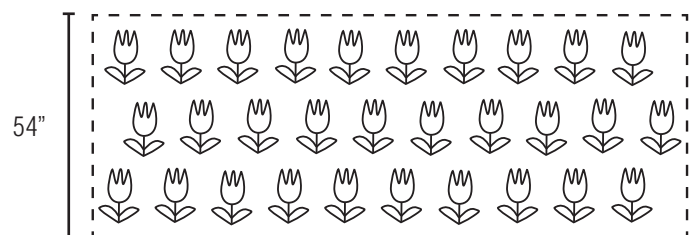


Figure 2

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.

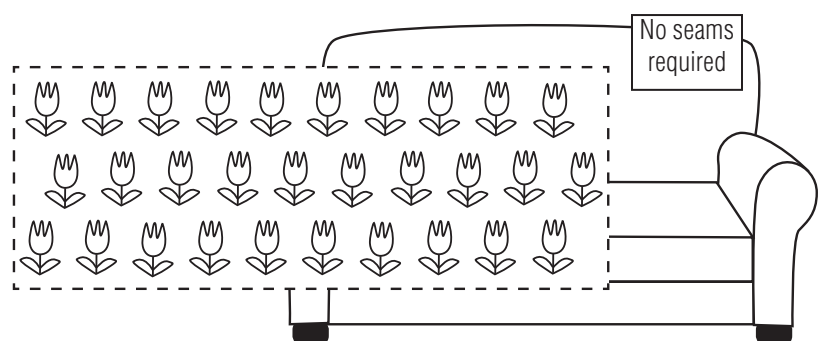


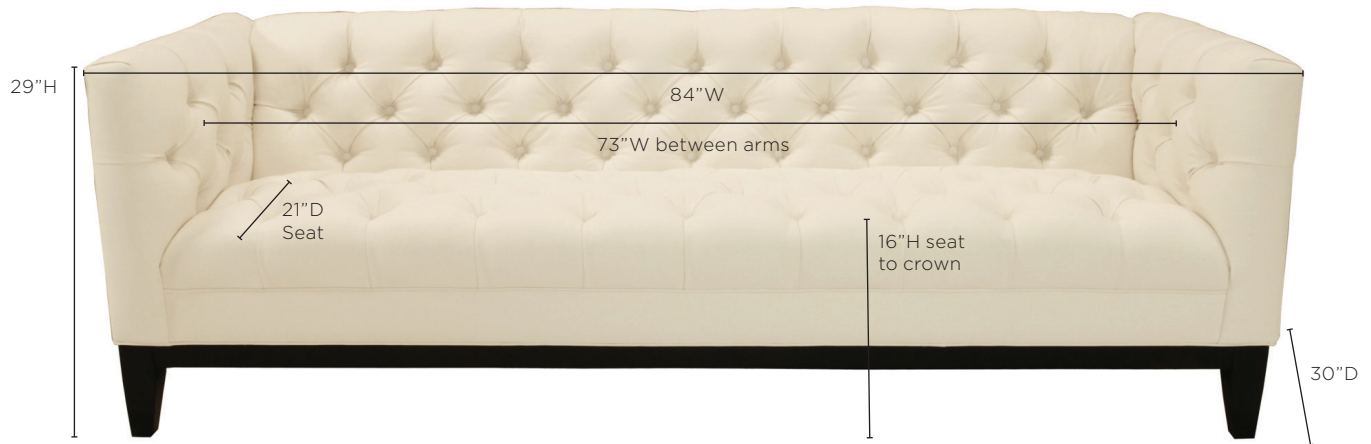
Figure 3

# BALLARD DESIGNS

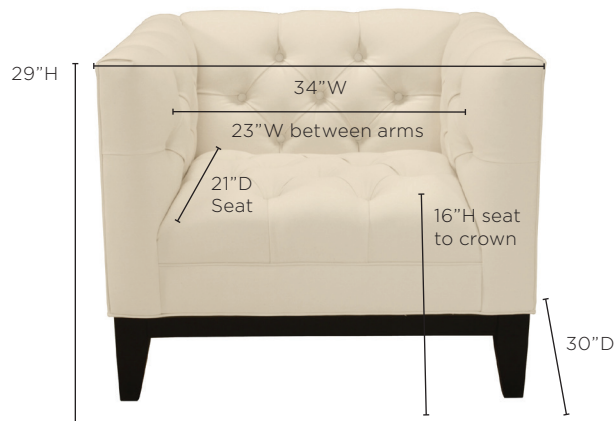
## ABOUT THE SABLON SEATING COLLECTION

DIMENSIONS\* SEE NOTE

SABLON TUFTED SOFA  
(US126)



SABLON TUFTED CHAIR  
(UC124)



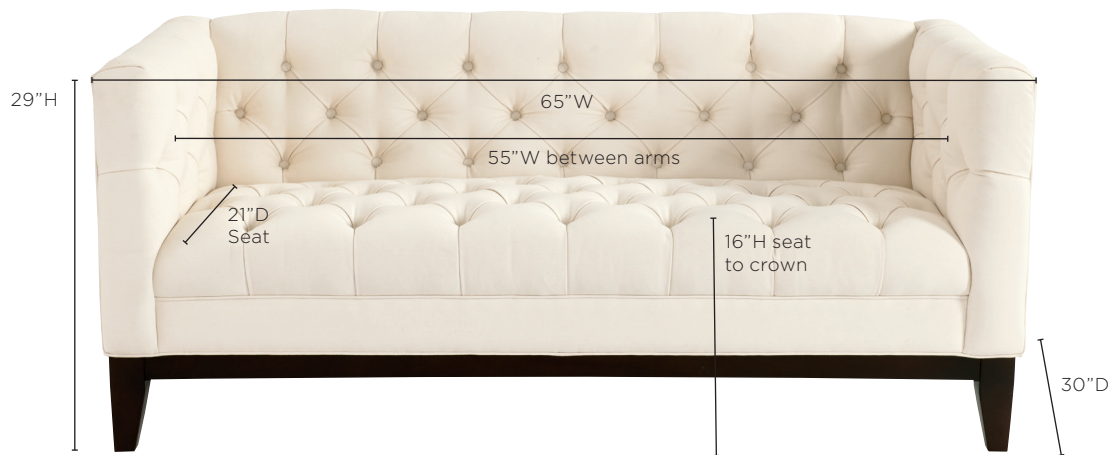
\*Due to manufacturing variances, all upholstery dimensions can vary up to 1/2".

# BALLARD DESIGNS

## ABOUT THE SABLON SEATING COLLECTION

DIMENSIONS\* SEE NOTE

SABLON TUFTED LOVESEAT  
(US114)



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

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## COM UPHOLSTERED ORDER FORM

ALL INFORMATION MUST BE COMPLETE OR YOUR ORDER WILL BE DELAYED

- 1) Please check one of the following boxes:

☐ I am ordering: ☐ **US126 Sablon Sofa** ☐ **US114 Sablon Loveseat** ☐ **UC124 Sablon Chair** 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 select your finish: ☐ **Black** ☐ **Walnut** ☐ **Pecan** ☐ **Driftwood** ☐ **Sierra**

- 3) Please complete, if applicable:

Place the design/pattern of my material in the following manner: \_\_\_\_\_  
\_\_\_\_\_

- 4) 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: AZ, OH, NY, GA and FL residents as applicable. \$\_\_\_\_\_

In Home Delivery Total \$\_\_\_\_\_

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: \_\_\_\_\_

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.

- 5) 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 \_\_\_\_\_ Date \_\_\_\_\_

- 6) 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. ***Yardage 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.



## IN HOME DELIVERY CHECKLIST

MUST BE INCLUDED WITH ORDER

Your Name: \_\_\_\_\_

Date Order Placed: \_\_\_\_\_

Order #: \_\_\_\_\_

Ship to Name: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Ship to Contact Name: \_\_\_\_\_

Ship to Contact Phone #: \_\_\_\_\_

Customer's Fax if available: \_\_\_\_\_

Email, if available: \_\_\_\_\_

Our standard In-Home is based on the following information:

1. Your order will arrive in approximately 2-3 weeks from the shipping date.
2. It will arrive in a 28 to 48 foot tractor trailer. The delivery agent requires that the street be at least 2 car widths wide (10 feet) and has over head clearance of at least 14 feet. Will your street and driveway be able to accommodate this size trailer? \_\_\_\_ yes \_\_\_\_ no
3. The delivery agent will call in advance to schedule the delivery appointment. In Home deliveries are made Monday - Friday between 8am to 5pm. When delivery agent calls to arrange a delivery time, they will be able to provide you with a 4 hour window for delivery.
4. The delivery agent will set the item in place and remove all exterior packaging. Please be available to witness the packaging material removal from the item. In the event you see any damage to the box and/or the item itself, please contact us immediately before accepting the product. Assembly is not available; will not remove existing furniture.
5. How many steps are there in order to bring the item into the room where you want it placed? \_\_\_\_\_  
Are your stairs, doorways, hallways and any turns at least 36 inches wide? \_\_\_\_\_
6. Is there any other important information or requirements necessary for a smooth delivery, such as sharp turns, narrow or gravel driveways or gated community? \_\_\_\_\_