BALLARD DESIGNS

ABOUT THE WILSHIRE UPHOLSTERED HEADBOARD

Thank you for your interest in our Wilshire Upholstered Headboard. 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

The graceful wings of our Wilshire Upholstered Headboard envelope you in cozy, wrap-around comfort and create a perfect showcase for your favorite fabric. Hardwood frame expertly made in the USA and luxuriously padded for lounging.

UPHOLSTERY OPTIONS

Order your Wilshire Upholstered Headboard 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. Nailheads: Brass or Pewter.

ORDERING AND DELIVERY

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

ITEM	ITEM#
Wilshire Upholstered Headboard - Brass Nailheads	UM046
Wilshire Upholstered Headboard - Pewter Nailheads	UM047

CUSTOMER'S-OWN-MATERIAL (COM) INFORMATION FOR THE WILSHIRE UPHOLSTERED HEADBOARD

FABRIC REQUIREMENTS

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

NONRAILROADED

Item	Headboard Size	Plain Fabric	1"-14" Repeat	15"-24" Repeat	25"-27" Repeat	28"-36" Repeat
Wilshire Upholstered Headboard	Twin	7 1/2 yd	8 1/2 yd	9 1/2 yd	10 1/2 yd	11 1/2 yd
	Full	10 yd	11 yd	12 yd	13 yd	14 yd
	Queen	11 1/4 yd	12 1/4 yd	13 1/4 yd	14 1/4 yd	15 1/4 yd
	King	13 3/4 yd	14 3/4 yd	15 3/4 yd	16 3/4 yd	17 3/4 yd

RAILROADED

Item	Headboard Size	Plain Fabric	1"-14" Repeat	15"-24" Repeat	25"-27" Repeat	28"-36" Repeat
Wilshire Upholstered Headboard	Twin	6 yd	7 yd	8 yd	9 yd	10 yd
	Full	8 yd	9 yd	10 yd	11 yd	12 yd
	Queen	9 yd	10 yd	11 yd	12 yd	13 yd
	King	11 yd	12 yd	13 yd	14 yd	15 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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BALLARD DESIGNS

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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BALLARD DESIGNS

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.)

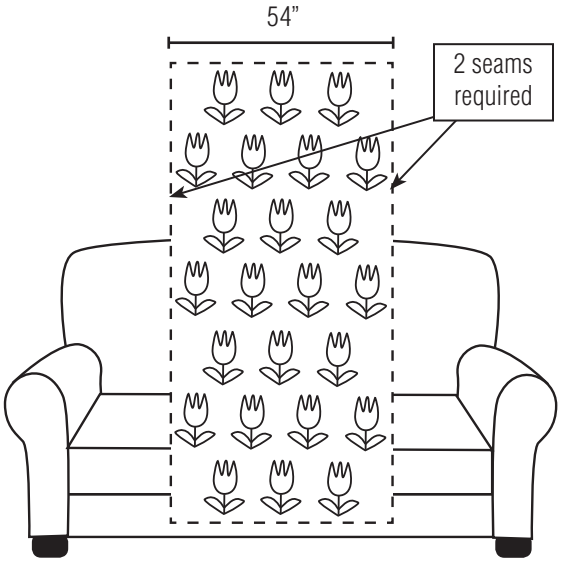

Figure 1

RAILROADED FABRIC:

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

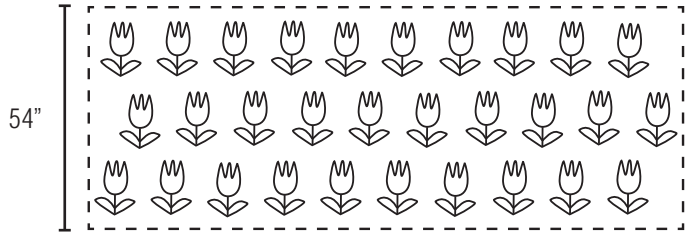

Figure 2

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.

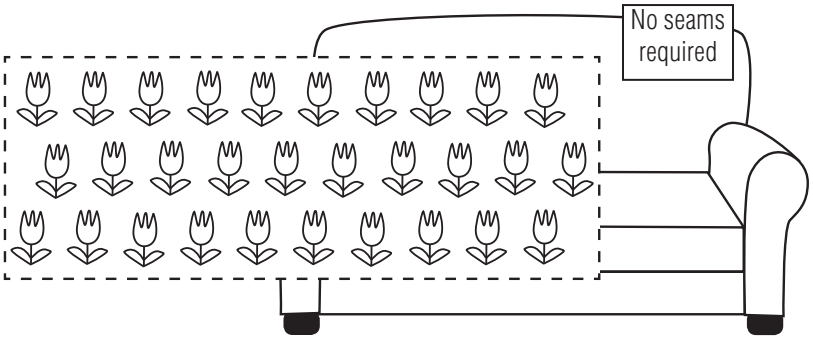

Figure 3

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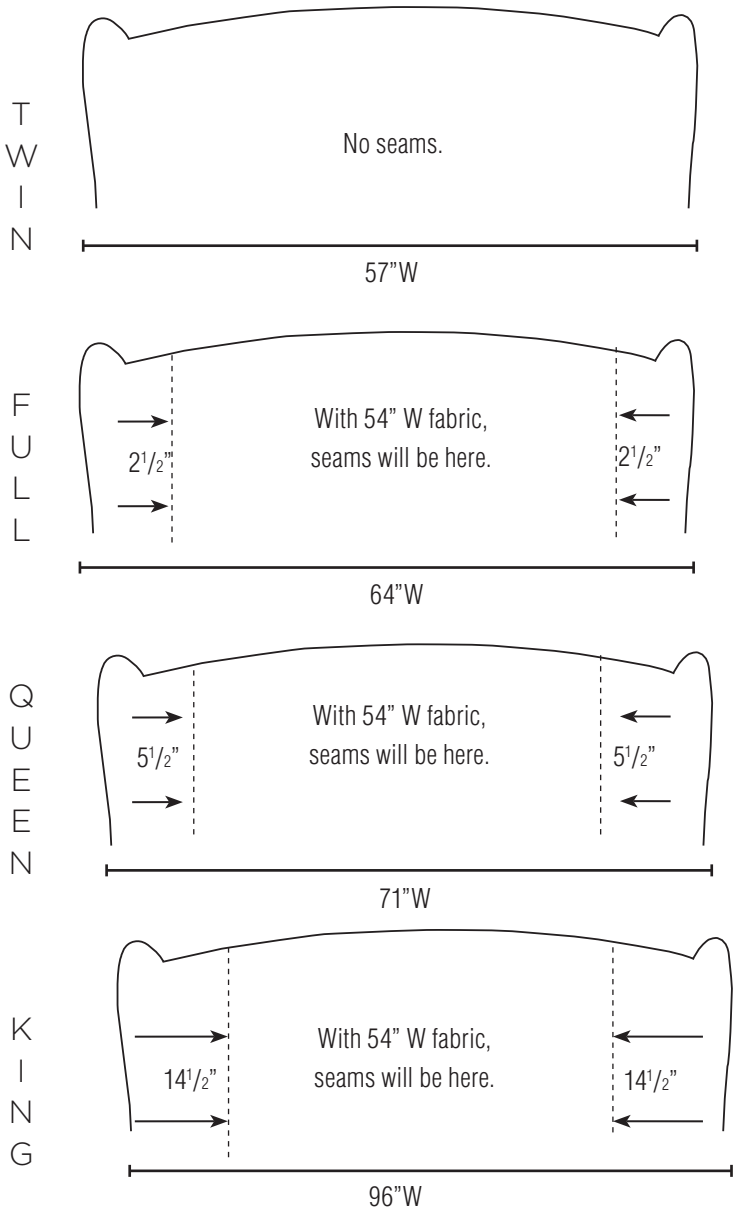
BALLARD DESIGNS

ABOUT SEAM PLACEMENT 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.

Unless it is covered in a railroaded fabric, most upholstered headboards require visible seaming simply because of bed width. For your information, the diagrams below show the placement of these seams on the front of our Wilshire Upholstered Headboards.

To use this guide, find the size of your bed and the style of Headboard you prefer. The applicable illustration will give you the width of the side margins created by the seams, as well as the overall width.



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BALLARD DESIGNS

ABOUT THE WILSHIRE UPHOLSTERED HEADBOARD

DIMENSIONS* SEE NOTE

WILSHIRE UPHOLSTERED HEADBOARD

UM046 (BRASS NAILHEADS) UM047 (PEWTER NAILHEADS)



All sizes
63½"H x 17¾"D

57"W Twin
64"W Full
71"W Queen
96"W King

ASSEMBLY

Easy to follow instructions, complete with illustrations accompany the order. All hardware needed to assemble the Headboard is also included.

*Due to manufacturing variances, all upholstery dimensions can vary up to ½".

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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 item number: **[ ] UM046 Wilshire Headboard with Brass Nailheads [ ] UM047 Wilshire Headboard with Pewter Nailheads** 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) Size: **[ ] Twin [ ] Full [ ] Queen [ ] King**

3) Please complete, if applicable:

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

_____

4) Please provide all of the following shipping information:

Ship my order to the following name and address: Name: _____

Daytime phone (_____) _____-_____ Address: _____

Evening phone (_____) _____-_____ State: _____ Zip: _____

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. $_____

Truck 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

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

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. ***Note: Fabric must be on a bolt, not folded.***

BALLARD DESIGNS

THRESHOLD* DELIVERY CHECKLIST

MUST BE INCLUDED WITH ORDER

* NOTED AS TRUCK IN THE CATALOG

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

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