

What Products can be made from C.O.M.?

Horizons will custom craft fabric soft shades, draperies, side panels, top treatments or pillows from your customer's own material (C.O.M.) It may also be used for details like Edge Accent Banding and contrasting lining.

What Type of Material is Acceptable?

Draperies weight cotton and cotton blends are best. Avoid upholstery material, casement, vinyl and material with backing. We will not accept sheets or re-work old draperies. If you are unsure, please send a swatch for approval.

3 Business Day Turnaround Commitment!

All Horizons Soft Treatments C.O.M. orders, up to 10 standard units, will be produced within 3 days of the receipt and approval of the fabric - excluding weekends and holidays - provided that sufficient unflawed yardage is received and is properly identified using the procedure shown on page B65. Soft Roller Shades and Design Modifications are not available for 3 day turnaround.

How much yardage is required?

• Visit horizonshades.com/calculator and input the requested information. The exact yardage requirements will be provided.

• If you do not have access to the internet, call customer service at 800-858-2352 and they will provide the yardage requirements..

C.O.M. Calculator ⓘ

Product Information

Product Type: Premium Top Treatment

Style: V7

Width: 0 in.

Body Height: Select Height

Trim?

Valance Ties: No ties

Return Size: 3 1/2" (Standard)

Main Fabric Information

Fabric Width: 54 in.

Vertical Repeat: 0 in.

Horizontal Repeat: 0 in.

Sheer?

Calculate Yardage Clear Calculator

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Sending in the Material

See page 3 of this PDF for the procedure for sending C.O.M. to Horizons.

FABRIC SUPPLIER'S INSTRUCTIONS:

1. MARK THE FACE OF THE FABRIC
2. MARK WHICH DIRECTION-IS-UP ON THE FABRIC
3. INCLUDE THIS FORM AS A PACKING SLIP FOR IDENTIFICATION.

C.O.M. IDENTIFICATION FORM



Ship to:

Horizons Window Fashions
C.O.M. Department
1705 Waukegan Road
Waukegan, Illinois 60085

Horizons' Customer Name:

Order Number:
(7 digit number)

Fabric Name, Color and #:

Number of Yards Shipped:

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Retailer Guidelines

Place your order with Horizons **BEFORE** shipping the fabric to generate a confirmation order number. If you are already in possession of the fabric, include the completed form with the roll.

Please note that remnant material will be discarded after fabrication. Requests for the return of remnant material are subject to a \$15 net processing fee.

Any of the following will result in a \$35 net processing fee:

- Rolls that arrive without proper identification
- Sending less than the required yards of fabric (visit horizonshades.com/calculator for yardage required)
- Non-sheer fabrics not rolled on a tube and requiring ironing

Procedure for sending C.O.M. to Horizons

1. Place the order with Horizons **BEFORE** shipping the fabric. Customer service will respond with a confirmation order number.
2. **COMPLETE A COPY OF THE C.O.M. IDENTIFICATION FORM** and forward the form to the fabric supplier. If you are already in possession of the fabric, include the completed form with the roll.
3. Send the fabric rolled on a tube, not folded. All fabrics must also have the face identified and what direction-is-up identified.
4. Ship to: Horizons Window Fashions
C.O.M. Department
1705 Waukegan Road
Waukegan, Illinois 60085

Additional Processing Fees

Please note that remnant material will be discarded after fabrication. Requests for the return of remnant material are subject to a \$15 net processing fee.

Any of the following will result in a \$35 processing fee:

- Rolls that arrive without proper identification
- Sending less than the required quantity of fabric
(visit horizonshades.com/calculator for exact yardage requirements)
- Non-sheer fabrics not rolled on a tube and requiring ironing

Thank You!