

# Stephens Carpet Binding

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Custom Rug Design and Manufacture

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## Work Order

Company Name: \_\_\_\_\_

Sidemark: \_\_\_\_\_ Salesperson: \_\_\_\_\_

Quantity: \_\_\_\_\_ Reference #: \_\_\_\_\_

Finished Sizes: \_\_\_\_\_

- |                                      |                                       |   |   |  |   |   |  |
|--------------------------------------|---------------------------------------|---|---|--|---|---|--|
| <input type="checkbox"/> <b>Bind</b> | <input type="checkbox"/> <b>Serge</b> | <input type="checkbox"/> <b>Fringe</b>  | <input type="checkbox"/> <b>Backing</b> | <input type="checkbox"/> <b>Seaming</b>  | <input type="checkbox"/> <b>Fabric Border</b> | <input type="checkbox"/> <b>Carving</b> | <input type="checkbox"/> <b>Carpet</b> |
|                                      | <input type="checkbox"/> Nylon        | for wood floors                         | <input type="checkbox"/> General        | <input type="checkbox"/> Hidden Stitch   |   |   | <b>Cove</b>                            |
|                                      | <input type="checkbox"/> Cotton       |   | <input type="checkbox"/> Custom         | <input type="checkbox"/> Top Stitch      |   |   | <b>Base</b>                            |
|                                      | <input type="checkbox"/> Wool         |   | <input type="checkbox"/> Oriental       | <input type="checkbox"/> Multiple-Fabric |   |   |  |
|                                      |                                       | <input type="checkbox"/> <b>Rug Pad</b> | <input type="checkbox"/> Wilton         |  |   |   |  |
|                                      |                                       | for all floors                          |   |  |   |   |  |

Special Instructions (Please attach drawings): \_\_\_\_\_

Delivery Instructions: \_\_\_\_\_

### Services

Custom Rugs, Carpet-On-Carpet Borders, Inlays, Carving, Sculpting, Fabric Border

Delivery and pick-up available

7 to 10 -day completion on rugs and carpet base (some exceptions may apply)

All prices include cutting to size and squaring

Rush service available at 10% surcharge (some exceptions may apply)

Samples and Submittals \$25.00+ If

### Terms

Payment due on completion of job (unless other arrangements are approved)

Special orders may require a 50% deposit

Jobs must be picked up or delivered within 48 hours of completion

Please send only the minimum amount of carpet required to complete the job

A written work order must accompany every job

If a pick-up is requested and the materials are not ready when the truck arrives then a

"dry-run" charge may be assessed