

Stephens Carpet Binding

Mark A. Stephens

Custom Rug Design and Manufacture

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Work Order

Company Name: _____

Sidemark: _____ Salesperson: _____

Quantity: _____ Reference #: _____

Finished Sizes: _____

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

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 + linear feet

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 accessed