

IMPORTANT: SEND THE FORM AND MATERIAL TO:

**Durham Furniture
Attention: C.O.M. PROGRAM
450 Lambton St, Durham
Ontario, N0G 1R0.**

Durham Furniture

Customer's Own Material Order Form

When ordering furniture through the Durham Furniture Customer's Own Material (C.O.M) program, this form must be completed for each fabric item. The form must be mailed to the above address **with the material**.

Unless instructed otherwise, Durham Furniture will use its best judgement when applying fabric to achieve an aesthetically pleasing look and meet industry standards. We will not be responsible if the customer disapproves of the method of application. Durham Furniture accepts no liability for defects, colour variations or any other flaws in C.O.M items. We suggest that you inspect all fabrics before shipping them to the factory. Durham Furniture's product warranty does not extend coverage to C.O.M items.

Instructions:

Please package all C.O.M items appropriately. On the outside of each package clearly print the customer's name, purchase order number, Durham style number and acknowledgement number.

All Courier costs are assumed by sender – (taxes, custom fees, duties, etc.)

Required Customer Information

Customer Name	
Address	
Daytime Telephone Number	
Email Address	
Purchase Order Number	
Material Description: Is the Material Railroaded? If Velvet – is it Napped? *Must Be Upholstery Fabric*	

Orders made under the C.O.M program will not be scheduled for production until both the fabric and a fully completed C.O.M form are received by factory. **Durham Furniture will not return unused materials.**

By signing this form you assume all responsibility for the flame retardancy of all C.O.M items. You acknowledge that the customer is solely responsible for making sure C.O.M items comply fully with all state, provincial and federal regulations and applicable fire codes and release Durham Furniture of any and all liabilities.

Customer Signature

Date