

Upholstery COM/COL Form - Use one form per product / fabric reference

Please fill this form directly in your computer, save it and e-mail it to your sales contact with pictures of the fabrics in attachment and Proforma Number written in the subject.

**Orders with clients' own fabric will only start production after the fabrics have been received and identified in our warehouse. After reception and identification of fabrics, the lead time will be 6/8 weeks.
UNIDENTIFIED FABRICS WILL NOT BE ACCEPTED AND THEREFORE RETURNED BACK TO SENDER.**

BEFORE SHIPPING YOUR FABRICS, PLEASE FOLLOW THESE INSTRUCTIONS:

- All fabrics must be shipped to the company DOOQ, LDA, and no other name;
- Ship to Address is: RUA DE MARVILA 49C, 1950-197 LISBOA, PORTUGAL
- Send us the fabric invoice so we can present it to portuguese customs so the fabric can be released;
- DOOQ LDA must appear on the fabric invoice as "SHIP TO" only, not as "BILL TO" or "SOLD TO"
- Our company has the right to refuse acceptance of fabric if the shipment of such material ignores the requirements written above;

Invoice Name: _____

Fabric Supplier: _____

Proforma Number D01.... _____

Fabric Reference: _____

Dooq Product Ordered: _____

Color: _____

Quantity: _____

Pattern Repeat Specifications:

No Repeat

Vertical Repeat _____

Horizontal Repeat _____

SPECIFY SIDE OF FABRIC FOR USE (WHEN FABRIC IS REVERSIBLE):

1) When fabric is reversible the chosen side needs to be clearly identified in two options:

1a) Send a physical sample to your account manager, clearly identifying which is the correct side;

1b) When physical sample is not available, send a picture of both sides of fabric clearly identifying the correct side to your account manager by e-mail;

2) In the absence any of the above options, Dooq will apply the fabric in the manner that it sees fit and cannot be held responsible for tailoring or application instructions after upholstering.

3) Lead times will be affected if the necessary informations are not sent along with this form.

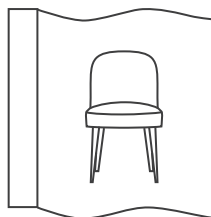
Fabric/Leather Application Instructions:

Choose area to apply:

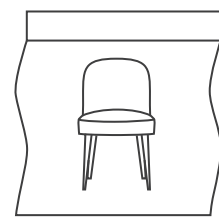
Seat Back Pipping All Other _____

Direction of fabric/leather:

Horizontal



Vertical



IMPORTANT NOTICE:

1) Required lengths for all our upholstery products are clearly stated in our Retail Price List and if any questions about lengths arise these questions should be clarified by a sales manager before shipping the fabric to us.

2) The client is responsible for shipping the fabric/leather in the required length in a maximum of 2 weeks after confirmation and payment of order. The fabric must be identified with Proforma number D01... (9 digits), as present in the proforma-invoice provided by your sales contact. Lack of proper information will cause misidentifications and a delay in production. This step is **MANDATORY**.

In the absence of application instructions, Dooq will apply the fabric in the manner that it sees fit and cannot be held responsible for tailoring or application objections after upholstering.

3) Unless otherwise instructed on the purchase order or by email to your sales contact, excess COM/COL materials will be recycled at the discretion of Dooq after one month of the original product ship date.

4) The COM/COL approval solely pertains to the application of the material onto the specified Dooq seating product. Dooq's approval or acceptance does not constitute any responsibility or warranty to the overall appearance, durability, flammability, defects, dye lot variations or colorfastness of the COM/COL. It is the customer's responsibility to ensure the COM meets the upholstery requirements.

COM material must be shipped in continuous length. Dooq cannot accept individual pieces of the same fabric to comply with the required length.