



## Quick Reference & Ordering Guidelines

**Broken Package:** A 25% surcharge for ordering broken packages (not ordering in full carton packs) will be incurred on 1" and vertical products. There is no additional charge for ordering loose pieces of 2" and 2-1/2" Faux Wood products or 2" Vinyl-Plus. Carton Quantities can be found on the item detail page, or in the Lotus catalog.

**Small Order:** A \$5.00 Small Order Surcharge will be added to any order under \$50.00.

**Blind Measurements:** All horizontal blinds are inside mounts (1/2" narrower than stated width) and must be ordered as such. All vertical blinds and their components are ordered as exact measurements.

**Customization:** The cut charge for making a custom size varies per product and size. The total cost of each custom blind will include the cost of the larger blind from which you are cutting and the cut charges. Please consider width-only customization to save time and money.

Please note the following – there will be a rare few increments which cannot be made:

- 1" Vinyl: no less than 1/2" may be taken off the width.
- 1" Vinyl-Plus: no less than 1/4" may be taken off the width.
- 1" Aluminum: no less than 1/4" may be taken off the width.
- 2" Vinyl-Plus: no less than 1/2" may be taken off the width.
- 2" and 2-1/2" Faux Wood: no less than 1/4" may be taken off the width.
- **No more than 10" may be taken off the length of any horizontal blind.**

*Each of our products complies with the NFPA 701 test for fire resistance, which further insures your ability to sell to the contract commercial market. In addition, all Lotus & Windoware Cordless products support a full 1-year warranty.*

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