



# Northwest Screen Products

A FULL SERVICE CUSTOMER FRIENDLY WINDOW SCREEN SHOP

865 Conger Street, Suite 19 / Eugene, Oregon 97402  
PH 541-683-5404 / FAX 541-344-8919 / northwestscreens.com

## **Sliding Screen Door Order Form Instructions**

When filling out your order form, fill out billing information first, if you would like us to deliver your order, you will need to fill out the delivery information next. The document number line is intended for invoices and PO numbers.

The standard sliding screen door consists of charcoal fiberglass screen, white aluminum frame and nylon rollers. If you want these standard options, just mark these options and continue to the quantity field, width and height fields. If you want any of the upgrade options, mark the options you want and continue to the quantity field, width and height fields. Leave all gray fields blank for Northwest Screen Products.

If you desire our premium services, indicated at the bottom of our form, call us to arrange those services. Once your order form is complete and customer agreement is signed, bring it to our shop with payment.

We accept cash and checks.



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## Sliding Screens Order Form

Order Date \_\_\_\_\_  
 Due Date \_\_\_\_\_  
 Sales Rep \_\_\_\_\_ Doc# \_\_\_\_\_

### Billing Information

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone \_\_\_\_\_  
 E-mail \_\_\_\_\_

### Delivery Information

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Special Instructions \_\_\_\_\_

### Order Information

Gray sections for office use only.

SET 1	Standard	Upgrade Options	Additional Information							
Screen Material	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Insect <input type="checkbox"/> Pet <input type="checkbox"/> Solar <input type="checkbox"/> Aluminum (Brt) <input type="checkbox"/> Alum. (Drk)	<input type="checkbox"/> New Sliding Screen <input type="checkbox"/> Re-Screen							
Frame Color	<input type="checkbox"/> White	<input type="checkbox"/> Bronze <input type="checkbox"/> Almond	QTY	WIDTH	HEIGHT	UNITED TOTAL	UNIT COST	ADDITIONAL OPTIONS	TOTAL COST	TOTAL PRICE
Frame Type	<input type="checkbox"/> Standard	<input type="checkbox"/> Premium <input type="checkbox"/> Heavy Duty								
Roller Option	<input type="checkbox"/> Nylon	<input type="checkbox"/> Steel								

SET 2	Standard	Upgrade Options	Additional Information							
Screen Material	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Insect <input type="checkbox"/> Pet <input type="checkbox"/> Solar <input type="checkbox"/> Aluminum (Brt) <input type="checkbox"/> Alum. (Drk)	<input type="checkbox"/> New Sliding Screen <input type="checkbox"/> Re-Screen							
Frame Color	<input type="checkbox"/> White	<input type="checkbox"/> Bronze <input type="checkbox"/> Almond	QTY	WIDTH	HEIGHT	UNITED TOTAL	UNIT COST	ADDITIONAL OPTIONS	TOTAL COST	TOTAL PRICE
Frame Type	<input type="checkbox"/> Standard	<input type="checkbox"/> Premium <input type="checkbox"/> Heavy Duty								
Roller Option	<input type="checkbox"/> Nylon	<input type="checkbox"/> Steel								

SET 3	Standard	Upgrade Options	Additional Information							
Screen Material	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Insect <input type="checkbox"/> Pet <input type="checkbox"/> Solar <input type="checkbox"/> Aluminum (Brt) <input type="checkbox"/> Alum. (Drk)	<input type="checkbox"/> New Sliding Screen <input type="checkbox"/> Re-Screen							
Frame Color	<input type="checkbox"/> White	<input type="checkbox"/> Bronze <input type="checkbox"/> Almond	QTY	WIDTH	HEIGHT	UNITED TOTAL	UNIT COST	ADDITIONAL OPTIONS	TOTAL COST	TOTAL PRICE
Frame Type	<input type="checkbox"/> Standard	<input type="checkbox"/> Premium <input type="checkbox"/> Heavy Duty								
Roller Option	<input type="checkbox"/> Nylon	<input type="checkbox"/> Steel								

SET 4	Standard	Upgrade Options	Additional Information							
Screen Material	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Insect <input type="checkbox"/> Pet <input type="checkbox"/> Solar <input type="checkbox"/> Aluminum (Brt) <input type="checkbox"/> Alum. (Drk)	<input type="checkbox"/> New Sliding Screen <input type="checkbox"/> Re-Screen							
Frame Color	<input type="checkbox"/> White	<input type="checkbox"/> Bronze <input type="checkbox"/> Almond	QTY	WIDTH	HEIGHT	UNITED TOTAL	UNIT COST	ADDITIONAL OPTIONS	TOTAL COST	TOTAL PRICE
Frame Type	<input type="checkbox"/> Standard	<input type="checkbox"/> Premium <input type="checkbox"/> Heavy Duty								
Roller Option	<input type="checkbox"/> Nylon	<input type="checkbox"/> Steel								

Premium Service Options	Service Total	Order Total	Grand Total
<input type="checkbox"/> On-Site Measuring <input type="checkbox"/> Pick-Up <input type="checkbox"/> Delivery <input type="checkbox"/> Installation			

### Customer Agreement

I understand that my screen(s) will be made to the specifications I provided above. I understand once the screen(s) have been made to the specifications I provide, the screen(s) can not be returned. I have checked the information on this form and agree the information is correct.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_