

COM / COL / COT IDENTIFICATION AND APPLICATION FORM

Once covering is selected please complete and sign this COM/COL application form as it applies to your order.

**Use ONE FORM PER COM/COL MATERIAL.
COM FORM IS REQUIRED BEFORE AN ORDER CAN BE PLACED.**

PLEASE SUBMIT THIS FORM(S) WITH YOUR PURCHASE ORDER

NAME OF REQUESTING DESIGNER

SHOWROOM

SHOWROOM P.O. #

SHOWROOM CONTACT

GP STYLE #/NAME

MATERIAL TYPE

VELVET/MOHAIR

WOOL

SILK

OTHER

COM OR COL SUPPLIER

NAME, PATTERN, COLOR & NUMBER

YDS / SQ FT
PROVIDED

WIDTH

VERTICAL REPEAT

HORIZONTAL REPEAT

OF HIDES

AVERAGE HIDE SIZES

Please DO NOT provide more material(s) than required by GP, as Gregorius Pineo is not liable for returning any extra material(s) with your order. Our material requirements are set to minimize waste, thus there will be no remnants of material(s) once your order is completed.

FABRIC DIRECTION

OFF BOLT

(COMMON PRACTICE ON CHAIRS & CHAISES)



RAILROAD

(COMMON PRACTICE ON SOFAS & BEDS)



Note: Additional seams will be created if OFF BOLT is selected for larger items like sofas and beds.

IS THE FABRIC BACKED?

YES

NO

If "NO" and we determine that backing is required, we will back it for you and add the cost to your balance due.

The minimum charge for knit backing is \$165.00 for the first 10 yards and \$10.00 for each additional yard.

Please add two weeks to the lead time if we are knit backing your COM.

SPECIAL INSTRUCTIONS

ATTACH COM/COL CUTTING HERE

REQUIREMENTS OF CUTTING

- 3" SQUARE MINIMUM
- FACE SIDE SHOWING
- FABRIC DIRECTION SHOWING
- ACTUAL COM/COL CUTTING

Please note variances in material quality, texture or color cannot be verified if a digital image is submitted in lieu of a COM/COL cutting.

WELT/ COT INFORMATION

WELT OR COT SUPPLIER

NAME, PATTERN, COLOR & NUMBER

YARDAGE

WELT / TRIM PLACEMENT INSTRUCTIONS

ATTACH
WELT or COT
SAMPLE HERE

GP UPHOLSTERY TERMS AND CONDITIONS

- COM materials are to be shipped to Gregorius Pineo, 502 North Oak Street Inglewood CA 90302 with proper identification including GP Sales order #, Designer's name and sidemark on the packing slip. Materials received without proper identification are subject to delays.
- Individual COM forms are required for each COM / COL / COT being used with at least a 3" cutting attached.
- If a COM/COL cutting is not provided GP will not be responsible for color or texture discrepancies.
- If "off bolt" fabric direction is selected for larger items such as sofa or beds, seams will be placed at the discretion of GP.
- If the COM form is missing the fabric direction selection, GP will select the fabric direction as "off bolt" for smaller items such as chairs and chaises, and "rail road" for larger items such as sofas and beds.
- If the COM form is missing the selection for "if COM is knit backed", GP will assume the COM is not knit backed and add knit backing charges. If the COM arrives knit backed, charges will be removed.
- Two additional weeks will be added to the lead time for orders with materials that will require knit backing.
- If GP top stitch or GP flange are selected for use on mohair, velvet or other fabrics with a nap, the seam will be revised to plain seam to avoid delays. GP highly recommends using COT with these materials.
- All COM requirements are calculated assuming fabric is at least 54 inches wide and has no horizontal or vertical repeats. For narrow materials or materials with repeats, please request an updated quantity calculation from GP.
- If specific pattern placement is desired, please include a visual aid with instructions showing the pattern.
- If multiple materials are being used, provide a product tear sheet indicating placement of materials on the product.
- Gregorius Pineo is not responsible for visible natural markings from COL aniline selections. While we attempt to place prominent markings in less visible areas, we cannot guarantee complete concealment. By choosing aniline leather, customers accept natural markings as inherent qualities, not defects.
- Please DO NOT provide more material(s) than required by GP, as Gregorius Pineo is not liable for returning any extra material(s) with your order. Our material requirements are set to minimize waste, thus there will be no remnants of material(s) once your order is completed.

BY CHECKING THIS BOX I UNDERSTAND AND AGREE TO THE ABOVE TERMS AND CONDITIONS

COM/COL/COT must be tagged with Designer Name / Client Sidemark / GP Item Name
COM FORM IS REQUIRED BEFORE AN ORDER CAN BE PLACED.

Send All COM/COL/COT to:

**GREGORIUS PINEO
502 N. OAK STREET,
INGLEWOOD, CA 90302
310.204.0400**