

Broadway Order Check List:

Specify:

- 1. Complete model number
- 2. Finish color
 - A. Wood Finish
 - B. Metal Finish
- 3. Edge profile
- 4. Pull colors
- 5. *Modesty panel options (where applicable)
- 6. Product options
- 7. Accessories
- 8. Power and data (Requires drawing of location)
- 9. Sidemark information
(i.e. Key offices alike, Mike's Office)
- 10. Ship to address - (Contact name & phone number)
- 11. Special delivery instructions (i.e. Call before delivery, deliver to job site)

Examples:

1. BR3672DD | VCC | L | SN
 (product) | (finish) | (edge) | (pull color)

Tabboard: Vendor | Pattern | Color
 INTERFACE | BAILEY | SHERMAN PEWTER

2. A. Wood Finish

Cherry

AUC	Autumn Cherry	LCC	Legacy Cherry
BRC	Brighton Cherry	MMC	Mystic Mahogany
CCC	Classic Cherry	NCC	Natural Cherry
ECC	Ember Cherry	VCC	Vintage Cherry

Maple

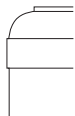
CMM Caramel Maple
 NMM Natural Maple



B. Metal Finish - Column Base: Black or Silver
 (P-top and Bullet)

3. Edge Options:

Classic (L)



Transitional (M)



Reeded (N)



4. Pull Colors:

(BL) Black
 (CR) Chrome
 (SN) Satin Nickel

6. Product Options:

- High Pressure Laminate Top: No additional upcharge
(For standard matching wood grain laminates only)
- Grommet: \$60 per grommet upcharge
(drawing for location and dimensions must be provided)
- Sheen Modification: 15% upcharge **(For Top Only)**
- Special Finish: \$226 upcharge
- Change Veneer Species: 40% upcharge
(For oak or walnut only)
- Change Drawer Configuration (keeping same depth and width):
 5% upcharge
 (changing from box/box/file to file/file or from file/file to box/box/file)
- Writing Shelves: \$225 per pedestal upcharge

All prices are list

7. Accessories: (See page 306)

AK1 	MT1 	AK2 	AK3 	MT2
AK4 	MT4 	12WC 24WC 36WC 		

Requires wood finish

8. Power and Data: Available in Black or Silver

(See page 308)

EC3 	EC10 	EC11
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(Standard Location)

NOTE: Any specials or modifications must be accompanied by quote and approved drawing.

*= Optional items may incur upcharge.