

COM Approval Form

Customer's Own Material

BRC will make best efforts to evaluate any COM fabrics prior to usage to determine functionality of the fabric in the specified application. Regardless of BRC's efforts of evaluation or any notification of acceptance to the customer, BRC specifically declines any liability or warranty for the performance or functionality of any COM fabric including its use in or on BRC products. Any warranty claims for these upholstery materials must be made with the original vendor of the fabric. With a broad spectrum of harsh cleaning agents used by facilities, BRC recommends that the owner test each fabric selection with their specific cleaning methods before applying any cleaner.

Dealer Name: _____

Dealer PO: _____ Project Name: _____

Fabric Manufacturer: _____

Pattern/Color: _____

Model Code to be applied to: _____

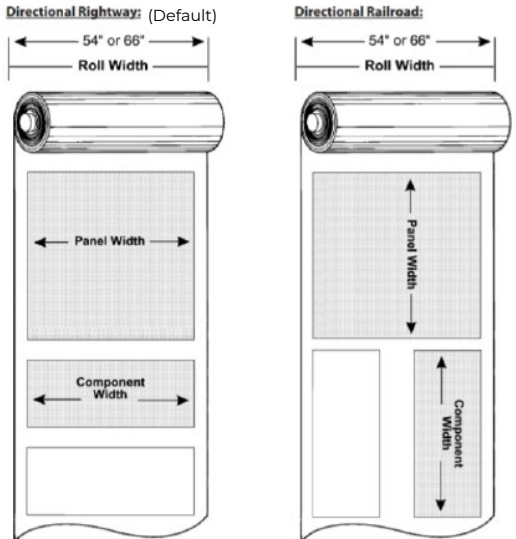
Application:

Rightway Railroad

Directional Fabrics

Directional fabrics such as plaids, stripes and certain patterns may not meet your expectations due to certain sewing patterns, tufting and contoured shapes of certain styles and models. When required BRC will upholster to customer specifications, but such orders are not subject to warranty or rework. If you have a question or concern about one of these fabrics, please contact your Project Coordinator and submit a fabric sample for approval prior to placing an order.

This image illustrates the way fabric is applied.



A copy of this completed form must be submitted with any COM for Testing, as well as for any COM Order once the fabric has been approved.

Approved By:

Title	Name	Signature	Date
Cushions	_____	_____	_____
Tackboards	_____	_____	_____
Operations Manager	_____	_____	_____

I. STATEMENT

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II. SCOPE

All COM must be submitted to BRC for preliminary approval prior to shipment of fabric. The purchaser shall be responsible for all costs associated therewith. Approval signifies only that such materials can be physically applied to the products for which they are intended. Such approval does not constitute any responsibility nor any warranty on the part of BRC as to the appearance, behavior, or durability of the COM. BRC will document all approved COM fabrics.

III. POLICY

1. For Fabric Approval:

Testing for Cushions: 1 Memo Sample

Testing for Panels: 1 Full Yard

Send the completed COM Approval Form as well as the fabric to:

BRC Canada

Attn: Customer Service

24 Armstrong Ave., Georgetown, ON, Canada, L7G 4R9

- Mark fabric with removable label that identifies, the manufacturer, grade, fabric type, and color.
- Label must also contain the dealer's name, project name, quote number or purchase order associated with the COM requirements.
- Correct fabric side and pattern direction must be clearly indicated.
- Indicate if there is a repeating pattern, and the dimensions associated with the repeat.
- Include Upholsterability testing and U.L. fire testing.
- If required, Customer must indicate and will be responsible for the cost of U.L. testing/ listing such testing will require a minimum of 10 days and may delay order processing.
- BRC will notify Customer of test results.



Toll Free: 1.877.260.4309
Office: 905.873.8509
Fax: 905.873.9165



brc.group
info@brc.group



24 Armstrong Ave
Georgetown, ON
L7G 4R9

2. For Order Verification of Fabric:

Send a swatch along with the Order Confirmation document to:

BRC Canada

Attn: Customer Service

24 Armstrong Ave., Georgetown, ON, Canada, L7G 4R9

Note: This sample is used to verify that the correct fabric is received. It is not used for application approval.

3. For Order Processing:

Send the COM Approval Form and Ship all fabric to:

BRC Canada

Attn: Customer Service

24 Armstrong Ave., Georgetown, ON, Canada, L7G 4R9

Note: Fabric must arrive a minimum of 30 business days prior to the order shipping date and labelled with the following information:

- a. Dealer's Name.
 - b. Dealer's P.O. number.
 - c. Project Name.
 - d. BRC Confirmation and Order Number.
 - e. Fabric Name and Color number.
 - f. Correct fabric side and pattern direction clearly indicated.
- In the case that the COM Fabric is received less than 30 days before the scheduled ship date, the COM items will be placed on Backorder and the additional shipping costs will be the responsibility of the Dealer.

4. For Customs Clearance:

COLE INTERNATIONAL INC.

Calgary, AB

1111 49 AVE NE CALGARY AB T2E 8V2

Phone: +1 403-262-2771

Fax: +1 403-262-7301

BRC will act as the Importer for COM Shipments if required.

COM orders will be scheduled for production only upon receipt of production yardage. In the absence of a representative sample sent with the purchase order or application instructions, BRC will apply textiles to upholstered items in the manner which it deems



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Excess COM materials will be discarded at the discretion of BRC unless otherwise instructed by the customer at the time of the order is placed. Any freight or packaging of fabric returned to the customer will be at the expense of the customer.

Yardage requirements listed in the BRC price list are based on 54" and 66" wide. BRC assumes no responsibility for tailoring, wearability or application of COM fabrics. BRC applies all COM as first quality goods and will not be held responsible for receipt of defective fabrics.

BRC offers non-directional fabric as standard in its Anchorage, and Purpose line. This fabric is cut in either direction to achieve the best yield. As a general rule, Resolve, Marin and BeeHave lines of fabrics are applied as directional rightway for cushions and tackboards. This ensures all fabric is applied the same way even across multiple orders.

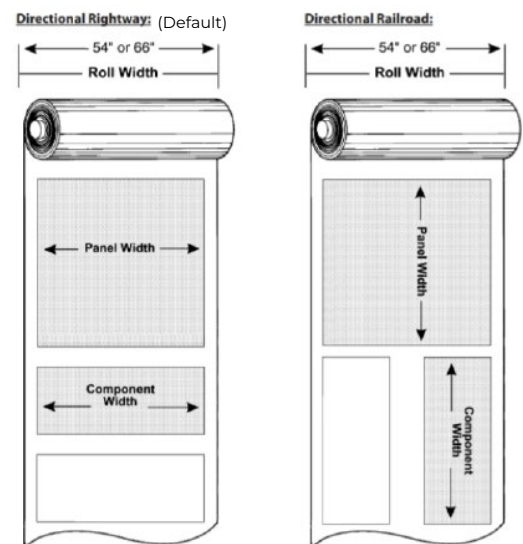
Customer’s Own Material (COM) Fabric:

Due to the variation in textile patterns, roll sizes and fabric types. BRC handles each COM on a per order basis. This ensures that the minimum amount of fabric is ordered, and in turn the minimum amount of waste from the offcuts is generated. Please use the excel chart located on BRC’s Internal Link under Sales Ref. Files as a rough guide to calculate approximate use on fabrics. Additional fabric may be required as a result of final product dimensioning or application. Any additional fabric requirements will be communicated to the customer but are at the customer’s expense.

All sales of COM fabric products are final and are not subject to return or credit.

Directional Fabrics

Directional fabrics such as plaids, stripes and certain patterns may not meet your expectations due to certain sewing patterns, tufting and contoured shapes of certain styles and models. When required BRC will upholster to customer specifications, but such orders are not subject to warranty or rework. If you have a question or concern about one of these fabrics, please contact your Project Coordinator and submit a fabric sample for approval prior to placing an order.



This image illustrates the way fabric is applied.