

Please complete this form to help process your specification and order as efficiently as possible. Some information may not be applicable for your particular order.

Send completed form to **orders@skydesign.com**

**Lead Times**

Many factors determine lead times: project square footage, special glass fabrication (holes, miters, pattern cuts, etc.), multiple finishes on glass, and custom designs. To ensure we meet your deadline, please contact a Skyline Design Representative for general lead time information early in your project schedule. Lead times are determined on an individual project basis, but average between 3-6 weeks from when we are able to proceed.

**General**

Project Name

Designer / Architect

City, State

Skyline Design Quote Number

Install Date

**Pattern Specific**

Pattern Name & Option Letter

Sample Number

Pattern Direction *(provide sketch)*

Does pattern cover full or partial height? *(If partial height, provide sketch & dimensions)*

Is pattern continuation and/or alignment required? *(If yes, provide sketch)*

Which side of glass will be patterned? *(Face, Back, or Both)*

Custom Artwork: Specify size & positioning if applicable

**Vitracolor® (Back-painted) Specific**

Will the painted surface be exposed?

Magnetic or Non-Magnetic

Does the installation require a Formed Backer with Z-clip?

Will the glass be used as a writable surface?

Number of magnets needed *(Available in White or Black. Recommended 4 magnets per 16 sq. ft.)*

**Glass Specific**

Glass Thickness

Glass Type & Color

Glass Sizes & Quantities *(List width x height of exact cut glass sizes - needed for pattern direction & markerboard orientation)*

Type of Edgework

Special Fabrication: Holes, Notches, etc. *(Provide sketch & dimensions. Glass must meet ASTM standards.)*

Will the glass be pattern cut? *(If yes, provide CAD drawings of shapes needed)*

Will glass include tempering or laminated safety logo?  
*(On 2-sided patterns, the pattern will run over a logo unless a clear area around the logo is specified)*