



UNIVERSAL

WINDOW COVERINGS, INC.
12139 Science Dr, Orlando, FL 32826

Valance Order Form

REQUEST CONFIRMATION
PAGE ___ OF ___

Customer Service: 407-275-1455 Ext. 1
800-494-9636

Account #: _____ Ship To: _____ Date: _____
 Customer: _____ Need By: _____
 Address: _____ PO #: _____
 City: _____ State: _____ ZIP: _____ Sidemark: _____
 Telephone: _____ Ordered By: _____

Cornice Valance:

Top Trim:

- Renaissance Trim (Small - IM or OM) Colonial Trim (Large - OM only)

Bottom Trim:

- Renaissance Trim (Small - IM or OM) Colonial Trim (Large - IM or OM)

Executive Valance:

- Single Valance (IM or OM)

- Double Valance (OM only)

Notes:

Unless specified, returns will be made at standard lengths
 For inside mount applications, 1" will be added to the ordered width
 For outside mount applications, no deductions/additions will be made to the ordered width and L brackets will be included

Special Instructions: _____

QTY	ROOM LOCATION	WIDTH	INSERT SIZE: 3 1/2" OR 2"	INSERT PATTERN	INSERT COLOR	MOUNT IM / OM	TRIM COLOR	RETURN SIZE
1								
2								
3								
4								
5								
6								
7								
8								
9								