

COM/COL TEST REQUEST FORM

Please complete one form for each model and/or textile that needs to be tested.

Contact Information

Dealer _____ Contact Name _____
Address _____ City _____ State _____ Zip _____
Phone _____ Fax _____ Email _____

Product Information

Product Name _____ Model Number _____

Textile Information

Manufacturer _____ Pattern _____ Colorway _____

Shipping Information

The textiles and this form can be sent to:

SITONIT SEATING

Attn: COM Engineer

SO# _____ or Customer PO# _____

6280 Artesia Blvd.

Buena Park, CA 90620

(714) 995-4800

Please allow five business days once the fabric is delivered for your test results to be available on the [SitOnIt Seating Textile Compatibility](#) tab of our website. If you need further assistance, please contact Customer Experience at (888) 274-8664.

Note: Freelance back, InFlex back, and Focus Side back require 0.75 yards of fabric to be sent for testing. Lounge products and Achieve back require 1 yard. Motif requires 1.5 yards of fabric to be sent for testing.

COM/COL Warranty

Any textiles applied to furniture orders through the COM/COL process will not be covered under warranty by SitOnIt Seating. Any warranty claims for these upholstery materials will fall to the original vendor of the fabric. With a broad spectrum of harsh cleaning agents used by facilities, SitOnIt Seating recommends that the owner test each fabric selection with their specific cleaning methods before using. Additionally, SitOnIt Seating is not held responsible for receipt of defective fabrics, as we apply all COM as first-quality goods.

CAL 117 Policy

SitOnIt Seating assumes no responsibility for the fire retardancy of any COM/COL. Customers are solely responsible for making sure that their COM/COL complies with all applicable codes and regulations. For information on CAL 133, refer to page .

COM/COL Excess Yardage

SitOnIt Seating is not responsible for yardage submitted to us beyond the required amount. Excess COM/COL materials will be discarded at the discretion of SitOnIt Seating unless otherwise instructed by the customer at the time the order is placed. If a customer requires the COM/COL excess yardage returned, they must contact Customer Experience to make arrangements. The customer will be responsible for delivery charges.

COM/COL Process

1. Visit the [SitOnIt Seating Textile Compatibility](#) tab on our website to see if your COM/COL textile has already been approved.

(If your textile is already approved, skip to step 3. If it hasn't been previously approved, go to step 2.)
2. Send a 12" x 12" textile swatch to be tested for approval along with a completed COM/COL Test Request Form found on the next page.

Note: Cora, Freelance back, InFlex back, Focus Side back, Achieve back, Motif and all lounge products require 1 yard of fabric to be sent for testing.

Allow 3–5 business days once your textile is received for the test results to be available on the [SitOnIt Seating Textile Compatibility](#) tab on our website.

Send the textile swatch and form to:

SITONIT SEATING

Attn: COM Engineer

SO# _____ or Customer PO# _____

6280 Artesia Blvd.

Buena Park, CA 90620

(714) 995-4800

3. If the COM/COL swatch is approved, fill out the COM & Special Upholstery Form located on [page 21](#) and attach with your order.
4. Ship the necessary amount of COM or COL material to:

SITONIT SEATING

Attn: COM Engineer

SO# _____ or Customer PO# _____

6280 Artesia Blvd.

Buena Park, CA 90620

(714) 995-4800

COM/COL fabric must have an Exemplis SO# and/or Customer PO# labeled on it at the time of Receiving or it will delay the processing of the order.

5. Send carrier information and tracking number via email to sitonit@exemplis.com