



## Cabinet Systems Parts Order Form #8

### Customer Information

- Fill in all header information to insure your order is processed correctly. Missing information may cause a delay to your order.
- Fill in the page number. Since it is possible for pages to separate during transmission, numbering them ensures that your order is processed correctly and in a timely manner.
- Use unique purchase order numbers or names for every purchase order submitted to Conestoga. This will help to eliminate duplication of orders.

### Cabinet Parts Information

#### Cabinet Line Codes

- Note the two lines of Cabinet Systems: A = Advantage and E = Essence
- The Cabinet line code is required when ordering any Cabinet part.

#### Specie Codes

- Note the various specie codes available for Cabinet parts.
- The specie code is required when ordering any Cabinet part.
- Use the CH, HM, RO or SM specie code if you are using flush or exposed ends.
- When ordering sides:
  - ♦ Use the CH, HM, RO or SM specie code to order a Advantage line matching interior side with or without flush ends. Hard Maple will be used for Soft Maple side panels.
  - ♦ The Natural Birch (NB) specie code is used to order a Advantage line side without an exposed or flush end.
  - ♦ The Melamine (ME) specie code is used to order a Essence line side without an exposed end.

#### Finishing

- Parts will be finished according to Cabinet Systems standards (ex: exposed ends, front frames, matching interior parts).

#### Ordering Parts

- Enter the quantity, cabinet line, and specie for each part.

##### Template Number and Part Size

- Use the Cabinet Systems Advantage/Essence BOM's in the Marketing Resources tab on the Customer Business Portal.
- Write the template number and part size in the appropriate columns of the order form. Orders cannot be processed unless both pieces of information are provided.

#### Options

- Select the options for the cabinet parts you are ordering. Not all options are available for every part.

##### Extended Stiles

- Select this option if ordering front frames with extended stiles. Specify left (L), right (R), or both (B).

##### Matching Interior

- Check this option to receive wood veneer that matches your front frame specie. Hard Maple will be used when Soft Maple plywood parts are ordered.
- This option is not available with prefinished interiors.
- Matching interior is only available in the Advantage line.
- This option applies to cabinet backs, tops and bottoms, sides, and shelves.

##### Exposed Ends

- Check this option for 1/2" thick sides with a matching veneer on the exterior face. Available with Advantage line only.

##### Flush Ends

- Check this option for 3/4" thick sides with either matching specie exposed veneer or shop grade veneer for unexposed cabinet sides. Available with Advantage line only.

### Miscellaneous Items

- This space can be used to order items other than cabinet parts. Please note that additional order forms are available for many of our ancillary products.