

ADOBE ACROBAT READER IS REQUIRED TO USE THIS FORM. DOWNLOAD ACROBAT HERE.

## **CUSTOM SEAT SERVICES ORDER FORM**

Use this form when sending in a seat for custom services or upholstery product installation.

## THIS FORM AND ADDITIONAL INSTRUCTIONS MUST BE ATTACHED TO THE SEAT

SECTION A		
SHIPPING INFORMATION (This is where we will send your finished seat. No Post Office Boxes please! We can only ship to a street address.)  FIRST NAME:  MI: LAST NAME:  COMPANY NAME:  APT# OR SUITE#:  STREET ADDRESS:  CITY:  STATE: ZIP:	YEAR:  MAKE:  MODEL:  CC'S:	
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CUSTOM SEAT SERVICES WORKSHEET  Before filling out this section please take a minute and review the CUSTOM SEAT SERVICES PRICE LIST. Here you will find the BASE PRICE TABLE with descriptions of services as well as related charges for UPHOLSTERY MATERIALS and UPHOLSTERY STYLING OPTIONS. Also, be sure to review the FOAM ALTERATION GUIDE for assistance selecting FOAM UPGRADES AND MODIFICATIONS. There is also pricing for PREMIUM FOAM UPGRADES, MISCELLANEOUS SERVICES and SHIPPING & HANDLING charges for domestic and Canadian delivery.  REMEMBER TO: 1. Check the bottom of your seat to determine the type of seat pan that you have (plastic, metal, fiberglass, aftermarket), and if it is a ONE-PIECE or TWO-PIECE pan. Then select the appropriate BASE PRICE(S). Don't forget about your BACKREST. 2. VERY IMPORTANT - SET THE LEVEL LINE on your seat. 3. Enter any UPHOLSTERY UPGRADES, STYLING PREFERENCES, FOAM UPGRADES AND MODIFICATIONS you have chosen. 4. Add sales tax. (FLORIDA RESIDENTS ONLY).  BASE PRICE (see Base Price Table)  UPHOLSTERY INSERTS - BLACK ONLY (Check one and enter value in the box to the right.)  (NOTE: Smooth color vinyl is available as an extra option for an additional charge.)  Pleated Vinyl Carbon FX (add \$20.00)  Smooth Vinyl Leather (PLEASE CALL)  Button Fit (add \$75.00)		
UPHOLSTERY SEAMS (check one) Standard Black Welt Top Stitch (flat seam) Colored Welt* (add \$20.00) (* For accurate color selection please call to request a FREE color vinyl sample kit)  EXTRA OPTIONS - Please list your choices and charges below. (see the CUSTOM SEAT SERVICES PRICE LIST)  1. 2. 3.		
NOTICE! - PLEASE MARK THE LEVEL LINE BEFORE REMOVING YOUR SEAT.  It is VERY IMPORTANT to mark your seat with a LEVEL LINE. Click HERE for more information.		
RETURN SHIPPING & HANDLING* (FedEx Ground Continental USA only)		
Limited USPS Service is available to Military Address ONLY (\$40.00) Additional charges may apply to larger touring seats, oversized seats, shipping to ALASKA or outside the CONTINENTAL United States. PLEASE CALL FOR PRICE.		
THIS SECTION FOR FLORIDA RESIDENTS ONLY	SUB-TOTAL	
Please enter the local county tax amount in the box and press the return key or CALCULATE TAX button. Press the CALCULATE TAX button if there have been any changes made to you order.	SALES TAX FLORIDA RESIDENTS ADD LOCAL COUNTY TAX (Enter sales tax amount in this format065 or .07)	
	TOTAL	



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SECTION C		
BILLING ADDRESS ( If different than SHIPPING information)  APT# OR SUITE#:	PAYMENT METHOD  MONEY ORDER PERSONAL CHECK (will be held for 11 days)  AMERICAN EXPRESS	
STREET ADDRESS:  CITY:  STATE:  ZIP:  DAYTIME PHONE: ( )	CARD #:       -       -       -       -       -       -       SECURITY CODE:       (front of card)       VISA         CARD #:       - <td< th=""></td<>	
	SIGNATURE:	
ORDER CHECKLIST		
REVIEW YOUR ORDER  1. Please take a few minutes to review your order and make sure that you have filled out all of the required fields. Omitting any information may cause a delay in processing your order.  2. For pricing on UPHOLSTERY STYLING OPTIONS, FOAM UPGRADES / MODIFICATIONS or INSERT MATERIALS please visit the CUSTOM SEAT SERVICES PRICE LIST for more information and enter any choices in section B.  3. When shipping your seat, please use a proper container and packing materials to ensure that it arrives safely. It shouldn't be too expensive to ship your seat using GROUND services if you pack it yourself. Using a shipping company to BOX and SHIP your seat is convenient but will increase the costs accordingly.  4. PLEASE SHIP TO:  SARGENT CYCLE PRODUCTS ATTN: CUSTOM SEAT SERVICES 1036 HUBBARD STREET JACKSONVILLE, FL 32206	OFFICE USE ONLY:	
IMPORTANT NOTE:  Use of this form constitutes acceptance of the CUSTOM FOAM ALTERATION POLICY and the CUSTOM SEAT SERVICES WARRANTY.		