ARTISTIC FINISHES
A VERSATRIM LLC COMPANY

FLOORING SAMPLE SUBMITTAL FORM

V.10.26

CONTACT INFORMATION

COMPANY NAME:				ACCOUNT #:	
CONTACT PERSON:				TELEPHONE:	
ADDRESS:					
CITY:		STATE:		ZIP CODE:	
E-MAIL:					

***THIS FORM IS NOT A PURCHASE ORDER FOR MATERIALS. ALL ORDERS NEED TO BE PLACED ONLINE ONCE FLOOR HAS BEEN SET UP IN OUR LIBRARY.**

NOTE: TO ENSURE A TIMELY SET-UP OR UPDATE OF THE SUBMITTED FLOORS, PLEASE FOLLOW THE SUBMITTAL INSTRUCTIONS BELOW.

SUBMITTAL INSTRUCTIONS

1) Flooring samples should exhibit a representative, majority color

2) Minimum sample size per floor: 4 pieces OR a 14"x14" sample board.

3) Please include a printed copy of the sample submittal form with the samples being submitted.

4) Each sample received should be clearly marked with Color, Collection/Style, Species, etc.

5) Please email the completed spreadsheet to proddev@artisticfinishes.com.

6) Parts cannot be set up without adequate samples in range of color, size, and completed product info.

7) Please allow 3-5 business days after receipt of samples for processing of part numbers and pricing.

8) Once setup is complete, the contact listed above will receive an email indicating that parts are ready for ordering.

SEND SAMPLES TO:

Artistic Finishes, Inc.
ATTN: PRODUCT DEVELOPMENT
2224 Terminal Road
St. Paul, MN 55113
Tel: (651) 631-2807

proddev@artisticfinishes.com

FLOORING SAMPLE DETAILS:

SAMPLE NO:	MANUFACTURER	COLOR NAME	STYLE	BRAND	COLLECTION	MFG. FLOOR SKU	COLOR UPDATE? (If yes, list the AFI Color #)	FLOOR THICKNESS	FLOOR MATERIAL (If wood, list species)
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

To add additional flooring lines, please click on the Additional Flooring Lines worksheet.

*** A STAINED SUBSTITUTE WOOD SPECIES MAY BE USED FOR SPECIES NOT CURRENTLY OFFERED**

COMMENTS:

NOTE:

Flooring samples will be obsoleted and discarded after 2 years of inactivity. For any obsoleted floor, new samples will need to be submitted before any orders can be placed.