

# LOUIS J. SOLOMON, INC.

FINE HOME FURNISHINGS

25 Ranick Road, Hauppauge, NY 11788  
Phone: 631.232.5300 Fax: 631.232.3332  
www.louisjsolomon.com

## **Notice to All Designers**

If your order with Louis J. Solomon requires C.O.M. please follow the instructions below. Providing us with this information will greatly help in expediting your order.

1. Please send all fabrics, trim, and cording to the following address:  

Louis J. Solomon, Inc.  
25 Ranick Road  
Hauppauge, NY 11788
2. Please make sure that the fabric is sidemarked with the following information:
  - a. The company name that the order was placed under
  - b. Your client's name
  - c. The Louis J. Solomon acknowledgment number
  - d. The Louis J. Solomon item number the fabric is to be applied to
3. When submitting your purchase order, please state the fabric house and pattern number. Please list any additional trim or cording information that you will be using.
4. Please **do not** include any payments, purchase orders, or any other correspondence with your fabrics or trims. Fabrics are not opened until the item is ready for upholstery.

Thank you for your order