**Request for Quotation - How to Use These Forms**

**Builders and Dealers:** If you are a builder or dealer who does not have a Fypon account number, please send a copy of this request to your Fypon distributor. If you do not know the name or location of your distributor, you can search for one in your area by accessing the Fypon website at www.fypon.com and using the dealer/distributor locator. Or, contact your Fypon customer service representative at 800.446.3040.

**Fypon distributors:** Fill out the forms contained in this folder and fax them to 866.646.1302 or e-mail to info@fypon.com. Please complete the Request for Quotation form for all quote requests. This form must accompany any Product Templates or Product Sketch Sheets faxed to Technical Sales. Products must be quoted prior to ordering. Please do not send a purchase order with a quote request.

**Important:** Have you checked our catalogs or website for items that are similar and could be used as a substitute? With over 6,000 products and many more being added each day, the item you need may already exist and have an assigned price. Check our online catalog at www.fypon.com for the latest offerings. In addition to new products, there you will also find CAD drawings and pricing.

**To Request a Quote:** Fill out the Request for Quotation Form and provide all information listed.

1. **Contact Information Section - Required information for all quote requests.**
   - Company Name: Enter the name of your firm.
   - Fypon Account Number: 6 digit number assigned to your account.
   - City, State, Zip Code: Provide the City, State & Zip Code in which your headquarters or branch is located.
   - Contact Name: Individual’s name who can answer questions concerning the project.
   - Phone, Fax & E-mail Address: Pertinent contact information for the contact individual.

2. **Project Information Section - Please provide us with any information about your project that will help us improve our service to you. When requesting quotes on small quantities of fabricated items, this information may not be necessary.**
   - Project Name: Job name or description of project being quoted.
   - Quote Required by: The date you need the quote.
   - Request Budget for Urethane: If you know the budget for the urethane millwork portion of the project, please provide it so we can tailor the quote to fit your budget. This will save time and effort in preparing a quote that meets your needs.
   - Date Product Required On Jobsite: Please provide the date that you need to have the product to the jobsite.
   - Current Quantity: If multiple products are requested using the same quote form, please note the quantity of each product in the space provided on the individual product drawings.

3. **Product Specifications - Please use the Product Drawing and Product Sketch sheets to provide us with product specifications for the items which you need quoted.**
   - Quantity Required: Indicate the quantity required for the product for which you need a quote.
   - Type of Material: Wood, PVC, Fiberglass, or other. Also indicate which material is the primary material.
   - Quantity of each blank: Indicate the dimension of the blank.
   - Type of Product Required: Indicate the type of product required.

4. **Product Sketch Sheets:** If the part you need matches the drawings but your specifications for the items which you need quoted differ from the drawings, please provide a drawing with all pertinent dimensions and notes so we can provide an accurate quote in a timely manner.

If you do not receive a quote within 48 hours, please contact Technical Sales at 866.646.1302.
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**To Request a Quote:** Fill out the Request for Quotation Form and provide all information listed.

**Contact Information Section -** Required information for all quote requests.
1. Company Name: Enter the name of your firm.
2. Fypon Account Number: 6 digit number assigned to your account.
3. Address: Street address of your headquarters or branch requesting the quote.
4. City, State, Zip Code: Provide the City, State & Zip Code in which your headquarters or branch is located.
5. Contact Name: Individual’s name who can answer questions concerning the project.
6. Phone, Fax Number & E-mail Address: Pertinent contact information for the contact individual.

**Project Information Section -** Please provide us with any information about your project that will help us improve our service to you. When requesting quotes on small quantities of fabricated items, this information may not be necessary.
7. Project Name: Job name or description of project being quoted.
8. Quote Required by: The date you need the quote.
9. Project Budget for Urethane: If you know the budget for the urethane millwork portion of the project, please provide it so we can tailor the product to fit your budget. This will save time and effort in preparing a quote that meets your needs.
10. What other materials are being considered for this project? Indicate any other material that is being considered so we can tailor our quote to meet material performance and installation criteria.
11. Date Product Required On Jobsite: Please provide the date that you need to have the product to the jobsite.
12. Quantity Required: Indicate the quantity required for the project for each product for which you need a quote. The amount required can help determine if a product should be fabricated or custom manufactured. This can affect the price of the product. IF NO QUANTITY IS PROVIDED WE WILL ASSUME A QUANTITY OF 1 AND PRICE THE PRODUCT ACCORDINGLY. Note: If multiple products are requested using the same quote form, please note the quantity for each product in the space provided on the individual product drawings.

**Product Specifications -** Please use the Product Drawing and Product Sketch sheets to provide us with product specifications for the items which you need quoted.
13. Product Drawings (on following pages) can be used if the part you need matches the drawings but your specifications require different dimensions or the addition of an accessory, i.e. a keystone or dentil moulding. Provide the dimensions and quantities you need on the appropriate drawing and any notes that may be helpful.
14. Sketch your requirements. If you need something really special, please use the Product Sketch Sheet to provide a drawing with all pertinent dimensions and notes and we will quote a fabricated or custom product to your specifications.

If you do not receive a quote within 48 hours, please contact Technical Sales at 866.646.1302.
REQUEST FOR QUOTATION

TO: FYPON TECH SALES

FAX NUMBER: 866.646.1302

DATE: 

NUMBER OF PAGES FAXED: 

Please complete this form for all quote requests. This form must accompany any Product Drawing or Product Sketch sheets faxed to Technical Sales. Important: Products must be quoted prior to ordering. Please do not send a purchase order with a quote request.

Please check the Fypon catalog or website for items or sizes before requesting a quote. New products are continually being added.

Fypon products are sold and serviced through a network of wholesale distributors and dealers. We do not sell direct to consumers. We recommend that this form be completed by an authorized Fypon distributor/dealer. Visit www.fypon.com or contact customer service at 800.446.3040 for a Fypon supplier in your area.

CONTACT INFORMATION Required.

COMPANY NAME: _______________________________________ FYPON ACCOUNT NO: ________________

ADDRESS: __________________________________________________________________________________

CITY: _________________________________________ STATE: __________________ ZIP: ________________

CONTACT NAME: _______________________________________________________________________________

PHONE: ____________________ FAX:__________________ E-MAIL ADDRESS: _________________________

PROJECT INFORMATION Items in red are required.

PROJECT NAME: ________________________________________________________________________________

QUOTE REQUIRED BY: _____ / _____ / _____ PROJECT BUDGET FOR URETHANE (if known): ____________

OTHER MATERIALS BEING CONSIDERED: ☐ WOOD ☐ PVC ☐ OTHER (type) ______________

DATE PRODUCT REQUIRED ON JOBSITE: Required Field ________________

QUANTITY REQUIRED (of each item): Required Field _____ ☐ 1 – 10 ☐ 11 – 30 ☐ more than 30

Important: The quantity required can have an effect on piece price and lead times. Please be sure to include this information for each item so we can provide accurate information in our quote. If multiple products are requested using the same quote form, please note the quantity for each product in the space provided on the individual product drawings.

For questions and information contact:

e-mail: info@fypon.com

web: www.fypon.com (for electronic copies of these forms and examples of fabricated and custom products)
The project shapes on these pages indicate some of the most popular items that can be fabricated in special sizes or configurations. Select the basic part you need and indicate the dimensions and quantity required for your project in the appropriate spaces. If you don’t see a product that matches your needs, use the last page of this form to sketch a custom part. Please provide all dimensions, quantities and notes so we can provide an accurate quote in a timely manner.

PLEASE INCLUDE A COMPLETED REQUEST FOR QUOTATION FORM WHEN SUBMITTING THESE PAGES.

**ARCH & FLANKER**

![Diagram of Arch & Flanker]

Note: This image is for dimensional relationships and may not be representative of the style you desire. You can specify any arch and crosshead flanker your project requires.

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>Radius</th>
</tr>
</thead>
<tbody>
<tr>
<td>A=</td>
<td>B=</td>
<td>C=</td>
<td>D=</td>
<td>Radius=</td>
</tr>
</tbody>
</table>

**ARCH–ELLPTCAL**

Template Required

![Diagram of Arch–Elliptical]

Note: A good quality, full-size template must be received by Tech Sales before production can begin on this piece.

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>A=</td>
<td>B=</td>
<td>C=</td>
</tr>
</tbody>
</table>

Moulding Profile=

Standard Projection (Flat Profile)= 1”

**ARCH–HALF ROUND**

![Diagram of Arch–Half Round]

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>A=</td>
<td>B=</td>
<td>C=</td>
</tr>
</tbody>
</table>

Radius= (if known) Moulding Profile=

**ARCH–SEGMENT**

![Diagram of Arch–Segment]

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>A=</td>
<td>B=</td>
<td>C=</td>
</tr>
</tbody>
</table>

Radius= (if known) Moulding Profile=

**Qty:** ___
ARCHED CROSSHEAD

A = ________  B = ________  C = ________

Radius = ________ (if known)

Keystone:  ☐ Yes  ☐ No
Crosshead Style:  ☐ WCH6  ☐ WCH9

Qty: ___

ARCHED CROSSHEAD - SOLID

A = ________  B = ________  C = ________

Keystone:  ☐ Yes  ☐ No
Crosshead Style:  ☐ WCH6  ☐ WCH9

Qty: ___

CROSSHEAD PEAKED CAP PEDIMENT

A = ________  B = ________

Qty: ___

GABLE PEDIMENT

A = ________  B = ________  Pitch = ______/12

Standard Projection = 1"

Qty: ___

GABLE PEDIMENT – ARCH STYLE

A = ________  B = ________  Pitch = ______/12

Standard Projection = 2 3/4"

Qty: ___

GABLE PEDIMENT – FLAT STYLE

A = ________  B = ________  Pitch = ______/12

Standard Projection = 1"

Qty: ___
LOUVER – HALF ROUND

A= ________  B= ________  
Radius= ________ (if known)  □ Functional or □ Decorative

Qty: ___

LOUVER – PEAKED

A= ________  B= ________  C= ________  
Pitch= ____/12  □ Functional or □ Decorative

Qty: ___

LOUVER – TRIANGLE

A= ________  B= ________  
Pitch= ____/12  □ Functional or □ Decorative

Qty: ___

LOUVER – TWO-PIECE TRIANGLE

A= ________  B= ________  
C= ________  D= ________  
Pitch= ____/12  □ Functional or □ Decorative

Qty: ___

LOUVER – VERTICAL

A= ________  B= ________

□ Functional or □ Decorative

Qty: ___

PEAKED SUNBURST WINDOW PEDIMENT

A= ________  B= ________  
Pitch= ____/12

Qty: ___
QUARTER ROUND LOUVER – LEFT

A= ________  B= ________  Radius= ________

[ ] Functional  [ ] Decorative

Qty: ___

QUARTER ROUND LOUVER – RIGHT

A= ________  B= ________  Radius= ________

[ ] Functional  [ ] Decorative

Qty: ___

SEGMENT SUNBURST

A= ________  B= ________

Radius= ________

Qty: ___

WINDOW CROSSHEAD SEGMENT

A= ________  B= ________  C= ________

Height may vary from 10"–12 1/8" depending on length desired.

Qty: ___

WINDOW HEAD MANTLE

A= ________  Add Dentil=  [ ] Yes  [ ] No

Standard Height= 19"

Qty: ___

WINDOW PANEL

A= ________  B= ________  C= ________  D= ________  E= ________  F= ________

No. of Panels= ________  Bottom Sill=  [ ] Yes  [ ] No

Standard Rail Width (E & F) is 4" unless otherwise specified.

Qty: ___
If you cannot find a standard part that closely matches your requirements, sketch your design for a custom part here. Please be sure to include all dimensions known to ensure an accurate quote.

Will you supply an existing piece of millwork for Fypon to use as a master?  ☐ YES  ☐ NO

Competitor’s Part Number (if applicable): _____________________  Competitor Name: _____________________

Product Surface Texture:  ☐ SMOOTH  ☐ WOOD GRAIN (not available on all configurations)

PLEASE INCLUDE A COMPLETED REQUEST FOR QUOTATION FORM WHEN SUBMITTING THIS SHEET.