

## Instructions for Submittal

1. Please fill out this entire form and email to Innovant Sales Support ([salesupport@innovant.com](mailto:salesupport@innovant.com)) or fax to 212.929.5174
2. Physical submittal requirements:
  - a. Send [4] 2" x 2" OR [2] 5" x 7" matching wood control samples to:  
**Innovant, Inc. Attention: Sales Operations**  
**37 West 20th Street, 2nd Floor, New York, NY 10011**  
*Custom Wood Submittal: [Insert Client Name] / [Insert Innovant Job Number]*
  - b. Each sample must be sent along with a completed copy of this form and a transmittal that includes the client name, Innovant job number, and name of the Innovant representative assigned to project

## Dealer Contact Information

Dealer   
Phone

Date   
Dealer Contact   
Email

## Project Information

Project Name   
Location   
Phone

Primary Contact   
Innovant Project #   
Email

## Wood Control Sample

Identify wood requirement:  Stained-to-match  Custom flitch

Wood Manuf.  Species   
Color Name/#  Cut

Wood to be applied to:  Vertical panels  Work surfaces  Storage

Are there any LEED application requirements?  Yes  No

## Innovant Custom Wood Policy

1. Custom wood requests will be approved within 7-10 business days or longer if special testing is required. Dealer will be notified if additional time is required.
2. Special certifications (LEED, SCS, etc.) may require additional time and expense. Please contact your Innovant sales representative for more information.
3. Innovant is not liable for any health and safety issues that arise out of the use of custom materials.