

# BROUGHTON'S

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## Altar Cloth Template

*PLEASE NOTE: Quote good for 30 calendar days*

Date: \_\_\_\_\_  
Date Needed for pick-up: \_\_\_\_\_  
Sales Order # \_\_\_\_\_

### Customer info:

Name: \_\_\_\_\_ Account #: \_\_\_\_\_  
Parish/School/Organization: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Notes: \_\_\_\_\_

Catalogue Page # \_\_\_\_\_  
Item Number: \_\_\_\_\_  
Colour: \_\_\_\_\_

### Measurements of Altar

Front to Back: \_\_\_\_\_

Left to Right: \_\_\_\_\_

Height: \_\_\_\_\_

### Measurements of cloth:

**Right to Left:** \_\_\_\_\_ inches (excluding any side drops)

**Front to Back:** \_\_\_\_\_ inches (excluding any front or back drops)

**Do they want a front drop:** NO/YES, measurement: \_\_\_\_\_ inches

**Do they want a side drop:** NO/YES, measurement for 1 side: \_\_\_\_ x \_\_\_\_ = \_\_\_\_\_ inches

**Do they want a back drop:** NO/YES, measurement: \_\_\_\_\_ inches

**Do they want a fringe or lace?** NO/YES, length of fringe/lace: \_\_\_\_\_ inches

**Any additional length to drop?** \_\_\_\_\_

**NOTE:** IF edging is 5-1/2" and the customer wants 7" then they need to know that 1-1/2" of cloth is going to be on the front/side/back drops or if the edging is 7" and they want the drop to be 5-1/2" they will have to make the drop 7" or change the edging they want.

**Where would they want the fringe/lace?** FRONT SIDE BACK

What style: \_\_\_\_\_ Pg #: \_\_\_\_\_

**NOTE:** You can't mix 2 different suppliers clothes and edging.

**Do you want a Memorial Label:** NO/YES, what colour patch? \_\_\_\_\_

To Read: \_\_\_\_\_

Confirmation of order:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**All Altar Clothes are Custom Garments and are not returnable; please double check your order!**