

WINDOW ORDER FORM

433 N. Main Street  
Rocky Mount, VA 24151

800-950-3220 (FAX ORDERS)  
877-699-4638 (CUSTOMER SERVICE)

CONTRACTOR

REPLACEMENT WINDOWS

Order #: \_\_\_\_\_  
Date Faxed: \_\_\_\_\_  
Customer PO #: \_\_\_\_\_

Sold To: \_\_\_\_\_

Ship To: \_\_\_\_\_

Sketches & Special Instructions

Account #: \_\_\_\_\_

Account #: \_\_\_\_\_

\*All operations viewed from the outside looking in.

Window Style	Window Type	DH = Double Hung O = Oriel RO = Reverse Oriel	SH = Single Hung O = Oriel RO = Reverse Oriel	SL = 2Lite Sliding Window L = Left side operators* R = Right side operators*	3SL = 3Lite Sliding Window EVE = 1/3 1/3 1/3 equal lite QHQ = 1/4 1/2 1/4 lites	FW = DH/SH Picture Window Note: Order special shapes on Door/Shape order form	CA = Casement Window L = Left hinge on left* R = Right hinge on right*	AW = Awning Window	CF = Casement/Awning Fixed Window
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Vinyl Color	Configuration	Glass Types	Glass Options	Grille Styles	Screens	Main Frame Options
WH = White BE = Beige **Frame Depth Size 2-7/8" = 2-7/8 3-1/4" = 3-1/4	2 = Twin (equal sized) 3 = Triple (equal sized) CB = Mullied combination (specify each unit to be mullied into combo) NOTE: See price book for mull width.	CLR = Clear LE = (Low E glass) LEA = HP Glass (Low-E with Argon)	TM = Tempered OB = Obscure GR = Gray Tint BR = Bronze Tint 2S = Double Strength LAM = Laminated	CL = 5/8" GBG CP = 5/8" Perimeter GBG WG = 5/8" Sculpted GBG WP = 5/8" Sculpted Perimeter	HF = Half Screen FF = Full Screen	PRP = Prep for field mull H = Head Expander SA = Sill Angle (standard on SH and DH operating units)

Line	Quantity	**Frame Depth**	Window Style	Window Type	Vinyl Color	Manufactured Width	Manufactured Height	Specify Individual Unit - W x H	Configuration	Glass Type	Glass Option	Grille Style	System Pattern Y or N	Screen	Special Instructions Grilles, Mulling, etc.
1															
2															
3															
4															
5															
6															
7															
8															
9															

Terms: SIGNATURE ON THIS ORDER FORM CONFIRMS ACCEPTANCE OF PLY GEM WINDOWS' TERMS AND CONDITIONS.  
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Authorized Signature