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## PLANNING YOUR PURCHASE

**Samples:** Standard wood finishes, paint colors, metal colors, and standard laminate samples are available upon request. Requests are filled fastest through our website at jsifurniture.com/resources, but can also be filled through any JSI sales representative, or by contacting Customer Service, listed below. For textile samples, please contact the textile vendor directly.

**CUSTOMERSERVICE** 800.457.4511 **TOLL FREE** 

812.771.4652 **FAX** 

**Pricing:** Prices found in this document or on our website are list prices in U.S. dollars for standard product delivery to one destination. Prices do not include storage, installation, or taxes. Possession of this price list does not constitute an offer to sell. Orders can only be received from approved authorized JSI dealers. Prices and product information in this document, as well as our website, are subject to change without notice. Reference the website for the most up to date product offering and pricing.

**Product Modifications:** While we offer a wide range of products to accommodate many possible solutions, we also recognize the need for modifications from our standard offering. In the series introduction section of each product we address modification options for that series. To see if the desired modification is possible, please contact our Customer Service department for a quote. Note that order quantities and material availability can affect the quote. Additional information may be requested to fully quote modifications.

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#### **WOODS AND FINISHING**

JSI uses select beech, cherry, maple, oak and walnut wood to produce the desired look of our furniture products. Please reference the featured highlights of each product line to identify the species and grain patterns available for that line.

**Unique Characteristics:** JSI uses high quality wood and veneer harvested from sustainably managed forests. Because every tree has unique and defining characteristics, like fingerprints, these characteristics can be defined by differences in color, grain configurations, and texture. These characteristics will be more noticeable if the product has a clear or lighter finish. For example, maple and cherry species have a higher degree of uneven distribution of grain, small color streaks, and pin knots.

At JSI, we take care of selecting woods and veneers that are used in our products. With this in mind, we hope you appreciate the beauty of each tree's fingerprints and understand that products will not be replaced as a result of the variations in these natural characteristics.

**Veneer Patterns:** Veneers can be sliced in a variety of ways to create unique patterns. JSI uses several different patterns, as shown below.



**Top Coat:** To reduce hazardous formaldehyde emissions, we use our proprietary, specially-designed top coat, DuraTex<sup>TM</sup>. This finish significantly reduces hazardous formaldehyde emissions and improves indoor air quality.

**Color and Stains:** A wide range of stains are available to bring out the beautiful characteristics of each wood species. We coordinate finish color between our veneer stains and solid lumber stains; however, not all may be a perfect match. The stains are continually reviewed for accuracy of color, as well as a constant monitoring of the latest color trends in the furniture market.

**Matching:** Due to the natural characteristics of wood, environmental effects, and material upgrades, JSI cannot guarantee exact finish matches on existing furniture previously ordered.

If an exact match is required to accompany existing furniture, it must be specified at the time of order placement, so specific internal procedures can be followed to ensure a proper and acceptable finish match. We reserve the right to change our finish formula at any time to improve safety, quality, and appearance. Unless a finish match for existing furniture is requested at the time of ordering, we accept no liability for finish that may not match the existing furniture from prior orders.

Solid lumber may inherently have mineral streaks, pits, and various other natural occurrences. Care is taken in selecting the solid lumber parts to coordinate with the requested finish. This internal selection process is subject to availability of solid lumber parts.



**Custom and Special Finishes:** JSI, upon request, will accommodate special finishes. A written request is required to proceed with custom finish orders. A sample reference is required for first time matches and must be included with the written request.

There is a one-time charge of \$321 list per order for any non-standard wood finish.

Orders will be entered noting the special finish; a sample match will be provided to the customer; and written approval is required before the finish process can begin. Delays in approval may impact lead times.

Every effort will be made to create the requested match; however, an acceptable match may not be possible because of natural variations of wood. These natural variations can also cause minor differences in the final finish product.

### **TEXTILES**

**Textile Carded Programs:** JSI is proud to partner with Maharam, Momentum, Ultraleather and Wollsdorf Leather. Please refer to the respective pages in this pricer for each of these partners. Scan the QR codes on the back of the swatch card for latest grades and other information.

Textile Grade-In Programs: For the convenience of our specifiers, we have graded in the following suppliers:

Please contact Customer Service for pricing grades on textiles and leathers not listed and know that you will need to indicate on the purchase order if JSI is to order the fabric. For samples, contact the textile vendor directly.

Arc Com Mayer Ultrafabrics
Designtex Momentum Wollsdorf Leather
Maharam Stinson

Grades and availability of fabric are subject to change without notice. Changes could include, but are not limited to: price increases, discontinued patterns, and discontinued colors. See jsifurniture.com for up-to-date information.

Many textiles have repeats and the additional yardage requirements have been factored for textiles ordered through the JSI Carded and Grade-In Programs. We reserve the right not to match textiles with a horizontal or vertical repeat greater than 17". Additional charges may apply for textile being applied with special instructions

Large Repeats and Striped Fabrics: JSI does not recommend large fabric repeats or striped fabrics on large curved lounge sections as the geometry prevents matching the patterns at the seams. Please contact Customer Service with questions or for suggestions on how to achieve the aesthetics you desire.

**FABRICTIPS** Use contrasting fabric.

Request fabric pattern not be matched.

Run fabric railroaded.



**General COM Fabric/COL Hide Policy:** All yardage requirements for COM are based upon 54" plain non-directional material. Additional yardage may be required based on fabric repeat and matching. Refer to the COM Repeat Guide found at the bottom of this page to estimate the needed yardage and the COM/COL price columns for list prices.

All square footage requirements for COL are based on an average hide size of 50 square feet.

Customer Service will check the database to see if the textile has already been approved. If there is no record for this particular textile then a Memo Sample will be required.

## PLEASE CONTACT WHEN CONTACTING ON ANY **CUSTOMER SERVICE...** COM/COL, PLEASE SUPPLY... For approval of COM/COL to be used on any 01 The model number and quantity of the product the COM/COL will be applied. JSI seating (see policy on the next page). For fabric repeats greater that 3". **02** The COM/COL textile supplier's name. For fabric less than 54" wide. 03 The name of pattern and color of the textile. For leather hides smaller than 50 square feet. 04 Any special application request. ■ For special application requirements requests.

JSI takes no responsibility when additional materials must be ordered. All COM/COL must meet applicable codes and regulations, including TB117-2013. By selecting COM/COL, customer certifies that the material meets such codes. JSI assumes no responsibility for the applicable codes and regulation regarding flammability rating and safety rating of any COM/COL. JSI cannot be held responsible for receipt of defective fabrics, as we apply all COM as first quality goods. We can take no responsibility for tailoring, wear-ability or application of COM/COL textiles. Any warranty claims for the COM/COL Textile materials will fall to the original vendor of the textile, not JSI.

## COM Fabric Repeat Guide:

REPEAT								
None	1–5"	6-10"	11–15"	16-20"	21-30"	31–40"	41–50"	→ 50"
0%	10%	15%	20%	25%	30%	40%	50%	
15%	20%	25%	30%	35%	40%	50%	60%	Contact
30%	35%	40%	45%	50%	55%	70%	90%	Customer Service
60%	65%	70%	75%	80%	85%	100%	120%	
	0% 15% 30%	0% 10% 15% 20% 30% 35%	0%       10%       15%         15%       20%       25%         30%       35%       40%	0%     10%     15%     20%       15%     20%     25%     30%       30%     35%     40%     45%	None         1-5"         6-10"         11-15"         16-20"           0%         10%         15%         20%         25%           15%         20%         25%         30%         35%           30%         35%         40%         45%         50%	None         1-5"         6-10"         11-15"         16-20"         21-30"           0%         10%         15%         20%         25%         30%           15%         20%         25%         30%         35%         40%           30%         35%         40%         45%         50%         55%	None         1-5"         6-10"         11-15"         16-20"         21-30"         31-40"           0%         10%         15%         20%         25%         30%         40%           15%         20%         25%         30%         35%         40%         50%           30%         35%         40%         45%         50%         55%         70%	None         1-5"         6-10"         11-15"         16-20"         21-30"         31-40"         41-50"           0%         10%         15%         20%         25%         30%         40%         50%           15%         20%         25%         30%         35%         40%         50%         60%           30%         35%         40%         45%         50%         55%         70%         90%

The percentage represents the additional fabric yardage that needs to be added to the CUM yardage



**COM Fabric/COL Hide Process for JSI Seating:** JSI will approve or disapprove COM/COL on all products. An approval of a textile from JSI makes no claim that performance, durability or tailoring of COM/COL will result in satisfactory upholstery. Every effort will be made to meet customer's expectation, but fabrics/leathers have unforeseen inherent characteristics that may limit JSI's ability to deliver a well-tailored product. General COM Fabric and COL Hide Policy also apply.

## Approval COM Textile/COL Hide Process for Seating:

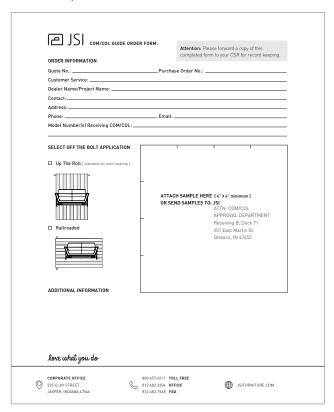
STEP01 Send a Memo Sample of the COM/COL [ at least 4" x 4" ] to:

JSI

Attn: COM/COL Approval Department

Receiving B, Dock 71 201 East Martin St. Orleans, IN 47452

STEP02 Call our Customer Service Department at 812.482.3204 to request an electronic version of the COM/COL Guide Order Form.



JSI will review and test as needed all requests. You will be notified as soon as results are documented by our review personnel. JSI reserves the right to reject any COM/COL on our products. We will provide COM/COL explanation of any unapproved textile whenever possible.



#### SAFETY AND COMPLIANCE

**Tempered Glass:** JSI is aware of occasional occurrences of spontaneous glass breakage in various furniture products. Tempered glass makes it stronger and if it breaks, will cause it to break into many small pieces of "cubes" rather than sharp and potentially dangerous shards.

Glass breakage in furniture may occur for a variety of reasons. Tempered glass is particularly prone to breakage from damage (scratches, nicks, etc.) that may occur during shipping, handling, installation, use or maintenance. Exposure to rapid changes in temperature or concentrated temperature zones may also cause breakage.

Tempered glass may also break due to a specific type of imperfection or "inclusion" that occurs within the glass when manufactured. When this condition exists glass breakage may occur without any obvious cause. This is often referred to as "spontaneous" breakage but is a very isolated occurrence in the glass industry.

Fire Retardancy: At a minimum standard, all JSI upholstered products are manufactured to comply with Bureau of Electronics, Appliance Repair, Home Furnishings and Thermal Insulation-Technical Bulletin 117-2013 issued by State of California Department of Consumer Affairs. With a January 1, 2015 effective date, this standard was passed and requires upholstered furniture to be safer from the hazards associated with smolder ignition in all four (4) categories of materials, as applicable. Compliance with more stringent codes may require special manufacturing considerations and upcharges.

California Technical Bulletin 133 (CAL 133): JSI uses a barrier material between the foam cushioning and the upholstery cover in order to comply with CAL 133. The standard upcharge on products specified to comply with CAL 133 is \$60 list per yard of textile.

JSI has performed a series of full scale fire tests on samples—representing a variety of product styles and worst case scenarios of upholstery covers—to comply with the requirements of the state of California Technical Bulletin 133 (CAL 133). Products in compliance will be labeled that they have been manufactured to meet the CAL 133 standard. Only products with internal test data can be labeled.

Some product designs and fabric cannot be combined to comply with CAL 133. Because of this, we reserve the right to reject any request for an upholstery cover, including COM, or product style that we feel may compromise the integrity or safety of a product specified to comply with CAL 133.

Contact Customer Service for a quote if you require laboratory certification that a specific product and upholstery combination WILL PASS CAL 133. The quotation will include testing, video, and transportation charges plus the list cost of the sample. Our standard lead time will apply to products that do not require certification. Allow an additional six weeks over the standard lead time for products that need actual laboratory certification.

The end user, specifier and/or dealer have the responsibility to make sure all products specified will meet the flammability and safety codes of the jurisdiction where the products will be located and used.



#### **ORDERS**

Detailed specification pages are available in the price list at the beginning of each series. To ensure the submission of a complete order, an order check list is also available for each series. Additional information may be obtained through the Customer Service department or from the website. Please indicate the shipping address if it differs from the billing address.

## Send Orders To:

US MAIL	FAX	EMAIL
225 CLAY STREET	812.482.1548	orders@jaspergroup.us.com
JASPER. IN 47546		

JSI reserves the right to make changes in dimensions, styles, or specifications if we believe these changes will improve the safety, quality, or appearance of the product. Acceptance of orders will be subject to credit approval, barring any acts of governments, or any other causes beyond our control (e.g. strikes, fire, embargo of materials).

**Acknowledgment:** All orders will be acknowledged promptly, showing how the order was entered, shipping time, and other information pertinent to the order. It is the purchaser's responsibility to verify all the information on the acknowledgment carefully and notify us immediately, in writing, of any discrepancies. Published ship dates are contingent upon adverse conditions; however, every effort is made to ship as acknowledged.

**Changes:** All changes to an order must be in writing and dated. Order changes are subject to our ability to conform. Administration and/or labor charges may be incurred by dealer depending upon the stage of the order. No change can occur once production is started.

**Cancellations:** All cancellations must be made in writing. Administration and/or labor charges may be incurred by the purchaser depending upon the stage of the order. Orders cannot be canceled after the finish process has begun without incurring substantial re-stocking charges.

Once production has begun on product modifications or special finishes the orders cannot be canceled. Items purchased specifically from our vendors for the order, such as textiles or laminates, are subject to our vendor's cancellation terms and re-stocking fees.



#### **SHIPPING**

**Quickship:** Need it The JSI Quickship program offers a selection of 20 offices, 40 seats, and 20 tables available to ship within 10 business days of receipt of a clean, credit approved purchase order. Choose from four popular casegood series, eight versatile guest seating lines, seven modern to traditional swivel chair lines, five diverse lounge series, six multi-purpose table lines, and six occassional table series all with a wide variety of available Quickship finishes and textiles. Products that are part of this program are indicated with a Quickship symbol. For more information on the program and available lines, visit jsifurniture.com/jsi\_quickship or see individual product pages for available models. Quickship fabrics are listed on pages 10 to 13. Available capacity is filled by orders as they are received. If normal 10 day Quickship is not available because capacity has been filled, you will be immediately notified. Changes and cancellations to Quickship orders are not allowed under any circumstances.

Delivery: Our freight policy consists of prepaid freight to the 48 contiguous states; all other shipments are prepaid to port of exit ONLY. JSI reserves the right to select the appropriate carrier and shipment routes, most shipments are on freight carriers that are dedicated furniture specialists. Standard deliveries require a DOCK that can accommodate 75 foot trucks. Unloading at the destination is the responsibility of the buyer. Pricing in this book is for standard delivery. Standard delivery does not include non-dock delivery, inside delivery, residential delivery, or installation of product. Special request for delivery should be done at the time of ordering.

Pricing is based on Standard delivery between 8 AM and 3 PM, Monday through Friday.

Orders of less than \$1000 net will be accessed a handling fee of \$78 net per order.

Ownership and inspection of the product is the responsibility of the buyer upon pickup of the freight carrier.

Drop shipments to the installation site, and timed deliveries are available on full truckloads or slightly less, at no additional charge. Drop shipments or timed deliveries for smaller shipments may not be available, or if available may require an additional charge.

<b>DETENTION FEES</b> [after 2 hours of waiting]	\$75 net per hour
EVENING DELIVERY [after 3PM]	\$250
WEEKEND DELIVERY [Saturday or Sunday]	\$500
LIFTGATE DELIVERY	\$100 minimum / 5% of net price
JOBSITE NON-DOCK DELIVERY	\$100
INSIDE DELIVERY [ first floor only, no installation or carton removal ]	\$125 minimum
RESIDENTIAL DELIVERY	NOT AVAILABLE

Reconsignment fees are the responsibility of the buyer.

Any charges arising from failure to meet shipment, re-routing while in transit, or carrier storage charges are the responsibility of the customer. Contact Customer Service to inquire about skidding of products, special crating of products, blanket wrap services, and product installation. These requests must be made at the time of order.



Freight Damage: JSI products are packed in cartons and meet or exceed existing codes for furniture and seating products. All shipments are delivered to the carrier in good condition and our liability ceases thereafter. If delivery arrives short or damaged, contact the carrier immediately to file a claim. In the event of concealed damage, notify the carrier and request immediate inspection. Failure to file a claim within 15 days after receipt of merchandise constitutes acceptance and a waiver of any such claims. Please inspect merchandise immediately upon receipt, otherwise there is no recourse. Keep all cartons and packing material, discarding these materials may negate your claim. Storage of product in areas of uncontrolled humidity and temperature may cause damage to the product and void the JSI warranty.

#### **REPAIRS**

JSI will not issue credit allowance for any type of repairs without prior written consent. Sales order, product model numbers, and reason for repair will be expected in order to process the repair request. A digital photo will help to expedite the request. JSI reserves the right to recommend solutions for repair.

**Replacement Parts:** Obtain information and pricing on replacement parts by contacting Customer Service. Please have the model number available when requesting replacement parts. Additional information may be required to ensure proper replacement parts.

## **RETURNS**

No merchandise may be returned without a signed Return Good Authorization (RGA) form issued by our Customer Service Department. Any authorized return not due to damage or defect will be accessed a 45% restocking fee and all return freight charges must be prepaid. Additional restocking fees may apply for any modification, special or custom built product. Liability for defective merchandise shall be limited to replacement or repair. Under no circumstance can we accept COD (Cash on Delivery) returns. Any such shipment will be refused.



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#### GSA CONTRACT GS-28F-0030U

Contract Period: June 24, 2013 - June 24, 2023

**Statement of Intended Use:** The furniture covered by special item number 33721 Office Furniture shall comply with the requirements defined in purchase description 3QSAB 09-608. All furniture offered under this SIN shall be GSA Chassis Grade 1, 2, 3 or NA, GSA Drawer Grade 1, 2, 3, 4 or NA, Design A B or C, as defined in 3QSAB 09-608.

Description of Special Item Number SIN #33721

Cooperative Purchasing: No

Set Aside: No

FSC/PSC Code: 7125

NAICS 337211 Wood Office Furniture Manufacturing 1000 employees

Includes all furniture placed in an office, such as chairs, desks, etc. In addition, ancillary services are included, however services performed shall not be the primary purpose of the work ordered.

Lowest Price Model	SIN#	Model Number	Net Price
	33721	VS-LBRKT-20	\$28.03

## Maximum Order

\$250,000 net

Geographic Coverage: 48 contiguous states and Washington D.C.

### Point of Production:

Orleans, Orange County, Indiana Jasper, Dubois County, Indiana Paoli, Orange County, Indiana

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Discount: JSI Discount 61.6%\* off list.

\*Discount for Walden and Wellington is 61.71% off list.

Discount Quantity: Walden and Wellington only.

\$300,000 to \$350,000 net = 0.5% \$350,001 to \$400,000 net = 1% \$400,001 to \$450,000 net = 1.5%

Prompt Payment Terms: 1% 15 - net 30 days from date of invoice.

Government purchase cards are accepted at or below the micro-purchase threshold.

Government purchase cards are accepted above the micro-purchase threshold.

Foreign Terms: Not applicable.

Time of Delivery: 30-75 days after receipt of order, 90 days maximum.

**Expedited Delivery:** Contact Customer Service at 800.457.4511.

Overnight and 2-Day Delivery: Not applicable.

**Urgent Requirements:** Contact Customer Service at 800.457.4511.

F.O.B. Points: F.O.B. destination, freight prepaid and allowed to 48 contiguous states

and Washington D.C. excludes special delivery requirements.

Ordering Address: JASPER SEATING COMPANY, INC., DBA JSI

ATTN: PARTICIPATING DEALER

225 CLAY STREET JASPER, IN 47546 Fax: 812.482.1548 Phone: 800.457.4511

Email: orders@jaspergroup.us.com

Ordering Procedures: Per contract.

Payment Address: JSI

225 CLAY STREET JASPER, IN 47546

Warranty Provision: JSI's commercial 15 year warranty applies.

Export Package Charges: Quoted on project-by-project basis.

Terms of Government Commercial Credit Card Acceptance: Accepted.

Rental, Maintenance, and Repair: Not applicable.

Terms and Conditions of Installation: 12% of net purchase order for installation services up to \$150,000

of net purchase price.



Terms and Conditions of Repair Parts, etc.: See warranty.

List of Service and Distribution Points: Contact Customer Service at 800.457.4511.

List of Participating Dealers: Contact Customer Service at 800.457.4511.

Preventative Maintenance: Not applicable.

Environmental Attributes: GreenGuard Certified and recycled wood waste and fabric remnants.

Section 508 Compliance: Not applicable.

**DUNS #:** 00-636-7767

**CCR and SAMS Registration:** Jasper Seating Company, Inc., is registered.

Cage Code #31881. Federal ID #35-0420370.

**Product Modifications:** We willingly accept customers' modifications to standard products. See product modifications information by series at the start of each series under the "Product Modification" sections. If there is a modification you desire that is not listed in this section, please call Customer Service for a modification guote/price.

Acceptance, Modification, Assignment: By placing this order for furniture, material or other products (sometimes collectively referred to as "goods"), customer agrees to these terms and conditions which shall prevail over inconsistent provisions in any other form or document of customer. No change or modification shall be applicable unless set forth in writing and signed by company. Neither this order nor any interest therein shall be assigned by customer except with the prior written consent of company.

**Payment:** Customer agrees to pay to company the amount indicated on the invoice, 1% 15 days, net 30 days from date of invoice (U.S. funds only), for goods ordered. Interest will be charged after 30 days from the date of invoice at the rate of one and a half percent (1.5%) per month. International sales will require additional payment arrangements. No goods shall be sold on consignment or conditional sales basis. Payment for the goods delivered hereunder shall constitute acceptance thereof.

**Attorneys' Fees:** Customer shall be responsible for all expenses and cost in connection with the enforcement by company of these terms and conditions and the cost of collection (including the fees of any collection agencies to whom the customer's account may be referred), plus reasonable attorneys' fees (which attorneys' fees shall not be less that 25% of the amount due, unless a lower amount is specified by applicable law).

**Remedies:** The remedies herein reserved shall be cumulative, and additional to any other or further remedies provided in law or equity. No waiver of a breach of any provision of these terms and conditions shall constitute waiver of any other breach or of such provision.

**Insolvency:** Company may forthwith cancel this order in the event of the happening of any of the following or any other comparable event: insolvency of the customer, the filing of a voluntary petition in bankruptcy, the filing of any involuntary petition to have customer declared bankrupt provided it is not vacated within thirty (30) days from the date of filing, the appointment

of a receiver or trustee for customer provided such appointment is not vacated within thirty (30) days from the date of such appointment, or the execution by customer of an assignment for the benefit of creditors.

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