

PROSPEC TITLE PAGE DESCRIPTION

TITLE PAGE HEADING:

The heading includes the name and address of the person or business ordering the products listed and the PROPOSAL NUMBER. The heading also includes the PROPOSAL NUMBER (a second time), the PROJECT NAME, the ORIGINAL WORKSHEET DATE, TAKE-OFF TECHNICIAN , REVISION OR CHANGE ORDER NUMBER , REVISION OR CHANGE ORDER DATE and REVISION OR CHANGE ORDER TECHNICIAN. The proposal number is generated at the time your specifications are received and entered into the WOODSTONE system. The original worksheet date (O.W.S.) is the date the take off is initiated. Revisions and change orders are listed by number and date. A REVISION to a proposal occurs before a proposal is accepted and a CHANGE ORDER occurs after a proposal is accepted. Revisions and change orders occur because of changes in specific details after the O.W.S. date.

TITLE PAGE SECTION LISTING:

Following the Title Page Heading each product is listed by SECTION including total price for each section. The estimated delivery charges are also listed. Each SECTION listing refers to specific details and specifications described on the following pages of the proposal and additional specification pages attached when applicable.

SECTION SPECIFICATIONS:

Section specifications begin on the pages directly following the TITLE PAGE(S). A SECTION describes a- SINGLE UNIT or a MULTIPLE COMPONENT UNIT. For example, an entrance with door, sidelites and a transom is considered as Multiple Component specified within one section. The components are closely related and often attached. A single door, on the other hand, is a Single Unit , also specified within one section. Often, a proposal will include a combination of both types of section.

PLEASE REFER TO THE FOLLOWING SAMPLE PROSPEC SPECIFICATIONS:

A section with multiple components is always listed as a MULTIPLE COMPONENT UNIT. The section number is listed first followed by the

NUMBER OF UNITS. For example, the entrance with door, sidelites and transom is ONE Multiple Component UNIT.

Following the MULTIPLE COMPONENT heading is the REFERENCE name. The REFERENCE name generally includes a brief description of the MULTIPLE COMPONENT UNIT or a reference to drawings or location. The REFERENCE name is followed by three dimensions. ROUGH OPENING, JAMB TO JAMB and TRIM TO TRIM.

The ROUGH OPENING is the dimension of the frame opening in a building necessary to allow the unit to be installed within it. Generally, 1/2" of clearance is allowed on each side and 3/4" of clearance allowed above the unit JAMB to JAMB dimension.

The JAMB TO JAMB dimension is the OUTSIDE width and height of the unit jamb that fits within the ROUGH OPENING.

The TRIM TO TRIM dimension is the OUTSIDE width and height of the EXTERIOR trim or casing. The TRIM TO TRIM dimension is sometimes the equivalent of a MASONRY OPENING if the building is faced with brick or stone.