



Serenity
Sliding Door Systems

PROJECT START-UP INFORMATION FORM

PLEASE RETURN THIS FORM WITH THE FOLLOWING TO RECEIVE SUBMITTALS:

- **Purchase Order** (Please reference your Quote Number)
- **Door Schedule & Floor Plan**
- **Credit App Filled Out** (If not already a Serenity customer)

PROJECT INFORMATION (REQUIRED)

Project Name

Address

City _____ **State** _____ **Zip** _____

DISTRIBUTOR INFORMATION (REQUIRED)

Distributor Name

Project Manager

Phone

Email

GENERAL CONTRACTOR INFORMATION

General Contractor Name

Address

City _____ **State** _____ **Zip** _____

Project Manager Name

Project Manager Phone

Project Manager Email

Site Contact Name

Site Contact Phone

Site Contact Email

DESIRED MATERIAL DELIVERY DATE (REQUIRED)

Desired Material Delivery Date

Today's Date

The above dates are subject to lead time and are for Serenity's reference only. Doors must be installed after flooring is complete. Lead times start from the date submittals/shop drawings are SIGNED and returned.

SHIPPING INFORMATION (REQUIRED)

Shipping Contact

Ship to Address

City _____ **State** _____ **Zip** _____

Phone

Email

BILLING INFORMATION (REQUIRED)

Billing Contact

Phone

Email

Billing Address

City _____ **State** _____ **Zip** _____

PLEASE VERIFY ALL INFORMATION IS CORRECT BEFORE SUBMISSION

Changing information after this form has been submitted can cause an increase in lead time and shipping costs. A forklift is required at the time of delivery. Each door can range in weight from 150-220 LBS.