

## Ringer Windows Instructions for Contractor Quote Form

1. Complete your client's name and address in "Bid For & Job Address".
2. Complete the Date Needed By:
  - a. Custom orders – glass is ordered on Friday, standard shapes completed the following Thursday.
3. Requested By: Your Name and Company
4. Contact Telephone: Best number to reach you - include email too.
5. Enter exact window sizing to nearest 1/8" Width and Height
6. Qty – Quantity
7. Mull – is there a mull strip required between windows. List windows separately if they are different sizes include mull strip count with at least one window
8. Color – Elite 5400 comes in White, Almond, Clay – Performa 3300 – White only. See colors at our website at <http://www.Ringerwindows.com/vinyl-window-colors>
9. Sash Split – Only for SH orders only.
  - a. Specify Standard 50/50
  - b. 60/40 Oriel
  - c. 40/60 Reverse Oriel
  - d. or custom & state height of lower sash in inches
10. Low-E Glass type
11. Glass Options
  - a. Tempering – check if needed
  - b. privacy glass write in type – see options at <http://www.Ringerwindows.com/privacy-windows-privacy-glass>
  - c. Grids – enter description or picture
12. Trim kit is great for all replacement applications includes snap extensions, mull strip, bead filler strips. Include 1 for each replacement window.
13. Complete Form and Fax to 512-989-7050 or email to [bids@ringerwindows.com](mailto:bids@ringerwindows.com)