

Please refer to these notes when completing a Merlin Network Homesafe Order Form, if it is completed incorrectly or mis-understood we may supply you with the wrong product.

General Notes

Order header details should be as complete as possible as some companies have similar names. Account numbers can be verified via our sales office on 01383 821182.

Please enter the date the product is required. If we are unable to meet your requested date we will notify you with a revised date.

We will assume that deliveries will be made to the main company address unless an alternative is give.

1. **Product type requested** – Tick relevant box, if you only require a door leaf then sizes given in Q18 should be for the finished door leaf size.

2. **Frame colour** – Write in the colour required for both inside and outside from the following options:

White	Mahogany
Light oak	Rosewood

3. **Threshold option** – The three options are shown on p.17 of our main brochure. Choose from the following:

Option 1 – Welded PVCu frame
 Option 2 – Lowline
 Option 3 – Trimline Mobility

4. **Cill** – The option are:

GOAL	Goalpost – an aluminium strip used to locate the threshold, effectively no cill
95	A 95mm projecting cill in PVCu
150	A 150mm projecting cill in PVCu

5. **Hung** – Tick L (left) or R (right) when viewed from outside.

6. **Open** – Tick in or out.

7. **Door style** – Refer to our main brochure and select from the following options:

Cheltenham	Exeter
Gloucester	Montrose
Richmond	Stratford
Warwick	Windsor

8. **Door colour** – Write both outside and inside colour from the following options:

Outside	White	Inside	White
	Mahogany		Mahogany
	Light oak		Light oak
	Rosewood		Rosewood
	Red		
	Blue		
	Green		

9. **Door glass** – Refers to the glass unit in the door leaf. Choose unit type from:

Tough	Tough E
Lam	Lam E
Unglazed	

External refers to the external piece of glass in the double glazed unit. Use the glass code from our main brochure eg: MET-RF, clear or diamond/square lead. Internal glass is Minster as standard.

Alternatives are available, but may incur extended delivery times. For special requirements please use 'Additional notes' box or an additional sheet.

10. **Lock choice** – Place a tick in the right hand corner of one of the lock option boxes. Details of the three options can be found on p.16 of the main brochure. Each box give a choice of hardware colours an configurations relevant to the specific lock combination. Any special requirements should be noted in the additional notes box.

The split spindle option will require a key turn to release the latch from the outside of the door, the handle only serves to activate or retract the hook bolts.

The choice of handle type (lever-lever or lever-pad) only changes the design not the operation of the locking system.

11. **Cylinder type** – Refers to the euro-cylinder type. Key-key is standard. Thumbturn cylinders do not require a key on the inside to lock/unlock the door.

12. **Hinge colour** – White is standard unless the inside of the door leaf and frame have woodgrain finish. Gold may be fitted to any combination if preferred.

13. **Knocker** – Three options available as shown on p.17 of our main brochure. Also choose a finish for urn knocker.

14. **Letterplate** – Tick if required and select the finish.

15. **Security Chain** – As shown on p.17 of our main brochure, tick if required.

16. **Numerals** – Write in the numerals required, and tick finish option.

17. **Security viewer** – Tick if required.

18 **Frame combinations and dimensions.**

For single doors imply insert height and width in the relevant boxes. For a combination please draw in the design required by following dotted template including PVCu mid rails.

Complete all dimensions showing manufacturing sizes including cills and packers. Sizes will be taken to centre of midrails/transoms. Please note side screens/panels are manufactures as separate frames but normally delivered coupled.

Where a Homesafe side panel is required, skin colour and glass requirements will be as per the main door leaf unless specifically stated.

Use the following codes to denote the type of infill in each section:

UN – Unglazed
 GL – Glazed
 FP – Flat panel
 SP – Homesafe side panel

19. **Packers/Addons Req'd.** – Please note where add-ons are need. 15mm, 25mm or 60mm (not stackable)

20. **Side screen/top light glass** – Unit type, please write in from following list:

Tough	Tough E
Lam	Lam E

Please detail external and internal glass requirements in the boxes provided, eg Clear/Minster

21. **Hinge Bolts.** – Tick if required