

TILE DESIGN CHECKLIST

Please fill out the below information as thoroughly as possible in order for us to accurately and efficiently complete your design requests.

GENERAL INFORMATION

Dealer: _____

Project Name: _____

Requested Due Date: _____

PROGRAM OPTIONS BASE OPTIONS

- | | |
|--------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Signature Grade 1 | <input type="checkbox"/> Razor Base |
| <input type="checkbox"/> Signature Grade 2 | <input type="checkbox"/> Standard Base |

WORKSTATION SIZE & QUANTITY

Check Size: Specify Quantity:

- | | |
|------------------------------------|-------|
| <input type="checkbox"/> 2' x 4' | _____ |
| <input type="checkbox"/> 2' x 5' | _____ |
| <input type="checkbox"/> 2'6" x 5' | _____ |
| <input type="checkbox"/> 5' x 5' | _____ |
| <input type="checkbox"/> 5' x 6' | _____ |
| <input type="checkbox"/> 6' x 6' | _____ |
| <input type="checkbox"/> 6' x 7' | _____ |
| <input type="checkbox"/> 6' x 8' | _____ |
| <input type="checkbox"/> 7' x 7' | _____ |
| <input type="checkbox"/> 7' x 8' | _____ |
| <input type="checkbox"/> 8' x 8' | _____ |
| <input type="checkbox"/> Other | _____ |

POWER

Check as applicable:

- | | |
|-----------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> Base Power | <input type="checkbox"/> Data Punch |
| <input type="checkbox"/> Ceiling Power (2x2) | <input type="checkbox"/> Data Pole (2x2) |
| <input type="checkbox"/> Ceiling Power (4x4) | <input type="checkbox"/> Data Pole (4x4) |
| <input type="checkbox"/> Power down the spine | <input type="checkbox"/> Match Existing V1 or V2 |
| | <input type="checkbox"/> See layout showing power |

- | | | | |
|--------------------------------|-------------|----------------------------------|-------------|
| Receptacles | QTY/Station | Grommets | QTY/Station |
| <input type="checkbox"/> REC/A | _____ | <input type="checkbox"/> GRCUT | _____ |
| <input type="checkbox"/> REC/B | _____ | <input type="checkbox"/> Scallop | _____ |
| <input type="checkbox"/> REC/C | _____ | | |
| <input type="checkbox"/> REC/D | _____ | | |

WORK SURFACE

- | | |
|------------------------------------|--------------------------------------------------------------------------------------------------|
| Options | Corner |
| <input type="checkbox"/> 24" Depth | <input type="checkbox"/> Standard Corner <input type="checkbox"/> Extended Corner |
| <input type="checkbox"/> 30" Depth | <input type="checkbox"/> Curvilinear Corner <input type="checkbox"/> Extended Curvilinear Corner |
| <input type="checkbox"/> 36" Depth | <input type="checkbox"/> Straight Corner |

TILE OPTIONS

SPINE

- *Monolithic OPS2 Tile System

*If Monolithic, Specify Panel Type and Height

- | | | |
|---------------------------------|-----------------------------------|------------------------------------------|
| <input type="checkbox"/> Fabric | <input type="checkbox"/> Acoustic | <input type="checkbox"/> Fabric Tackable |
| <input type="checkbox"/> 32"H | <input type="checkbox"/> 53"H | <input type="checkbox"/> 53"H |
| <input type="checkbox"/> 39"H | <input type="checkbox"/> 62"H | <input type="checkbox"/> 62"H |
| <input type="checkbox"/> 47"H | <input type="checkbox"/> 67"H | <input type="checkbox"/> 67"H |
| <input type="checkbox"/> 53"H | <input type="checkbox"/> 85"H | <input type="checkbox"/> 85"H |
| <input type="checkbox"/> 62"H | | <input type="checkbox"/> 103"H |
| <input type="checkbox"/> 67"H | | |
| <input type="checkbox"/> 85"H | | |

*Our OPS2 Tile System is fully compatible with our OPS2 Panel System and utilizes the same connectors. When specifying our tile system, we recommend using a monolithic spine and tiled wings.

WINGS

- *Monolithic OPS2 Tile System

*If Monolithic, Specify Panel Type and Height

- | | | |
|---------------------------------|-----------------------------------|------------------------------------------|
| <input type="checkbox"/> Fabric | <input type="checkbox"/> Acoustic | <input type="checkbox"/> Fabric Tackable |
| <input type="checkbox"/> 32"H | <input type="checkbox"/> 53"H | <input type="checkbox"/> 53"H |
| <input type="checkbox"/> 39"H | <input type="checkbox"/> 62"H | <input type="checkbox"/> 62"H |
| <input type="checkbox"/> 47"H | <input type="checkbox"/> 67"H | <input type="checkbox"/> 67"H |
| <input type="checkbox"/> 53"H | <input type="checkbox"/> 85"H | <input type="checkbox"/> 85"H |
| <input type="checkbox"/> 62"H | <input type="checkbox"/> 103"H | <input type="checkbox"/> 103"H |
| <input type="checkbox"/> 67"H | | |
| <input type="checkbox"/> 85"H | | |
| <input type="checkbox"/> 103"H | | |

TILE DESIGN CHECKLIST

PEDESTALS

Structural: QTY/Station: _____

- Box/Box File _____
- 20"D Square Pull _____
- 23"D Full Pull _____
- 21"D Full Pull _____

File/File _____

- 20"D Square Pull _____
- 23"D Full Pull _____
- 21"D Full Pull _____

Mobile: QTY/Station: _____

Box/Box File _____

- Square Pull _____
- Full Pull _____
- Full Pull Budget _____

File/File _____

- Square Pull _____
- Full Pull _____

Seat Cushion _____

Freestanding: QTY/Station: _____

Box/Box File _____

File/File _____

Seat Cushion _____

LATERAL FILES

of Drawers: **Width:**
(30, 36, 42)

- 2 _____
- 3 _____
- 4 _____
- 5 _____

Note: 2 Drawer 30"W lateral file has option of square pull or full pull. All other lateral files are full pull only.

OPS SEATING

Chair _____ **Quantity:** _____

OVERHEAD STORAGE

Flipper Door Unit QTY/Station: _____ **Width:**
(24, 30, 36, 42, 48, 60)

- A Style _____
- B Style _____
- Painted _____

Shelf QTY/Station: _____ **Width:**
(24, 30, 36, 42, 48, 60)

- A Style _____
- B Style _____

Half Height Shelf QTY/Station: _____ **Width:**
(24, 30, 36, 42, 48, 60)

- A Style _____
- B Style _____

All Metal QTY/Station: _____ **Width:**
(24, 30, 36, 42, 48, 60)

- Sliding Door _____
- Half-Height Shelf _____

Overhead Sliding Door QTY/Station: _____ **Width:**
(24, 30, 36, 42, 48, 60)

- Standard Fabric Door Metal Door _____
- Upmount Fabric Door Metal Door _____

SIT STANDS

Type	Quantity:	Top Width:	Top Depth:
<input type="checkbox"/> Straight Base	_____	(42, 48, 60, 66, 72, 78)	(24, 30, 36)
<input type="checkbox"/> 90° Float Leg	_____	(42, 48, 60, 66, 72, 78)	(24, 30)
<input type="checkbox"/> Extended L Base	_____	(60, 66, 72)	(24, 30 - short) (36, 42, 48 - long)
<input type="checkbox"/> 120° Base	_____	(42/42, 48/48, 60/60)	
<input type="checkbox"/> Emerge II	_____		
<input type="checkbox"/> Laptop Desk Riser	_____		
<input type="checkbox"/> Computer Desk Riser	_____		

ACCESSORIES

Task Lights QTY/Station: _____

- LED _____

Tack Boards QTY/Station: _____

- A-Style _____
- B-Style _____

Paper Management QTY/Station: _____

- Binder Holder _____
- Paper Tray _____
- Diag. Paper Tray _____

Modesty Panels

- Standard Modesty _____
- PGHM Modesty _____
- Desk Screen Dividers _____

Power Accessories

- Data/Power Unit _____
- Covered Data/Power Unit _____
- Recessed Power Strip _____
- Single Pop Up Dock _____
- Dual Pop Up Dock _____
- Clamp Power Duplex (no USB) _____
- Clamp Power Duplex (w/ USB) _____
- Wireless Phone Charger _____

Keyboard Sets

- Value Set _____
- Value Set Extended _____
- Best Set _____
- Best Set Extended _____
- Adj Height Table Set _____

Additional Accessories

- Marker Board Specify Size: _____
- Pencil Drawer _____
- Tablet Arm _____
- Coat Hook (Plastic BU) _____
- Coat Hook Universal (Metal CH.U) _____
- Easy Cinch CPU Holder _____
- Metal CPU Holder _____
- CPU Trolley _____

Monitor Arms

- TREX Single Clamp Mount _____
- TREX Dual Clamp Mount _____
- TREX Single Grommet Mount _____
- TREX Dual Grommet Mount _____
- OPS-101 Single Mount (Clamp/Grommet) _____
- OPS-201 Dual Mount (Clamp/Grommet) _____
- OPS-101-BUDGET Single Mount (Clamp/Grommet) _____
- OPS-201-BUDGET Dual Mount (Clamp/Grommet) _____

DESKING COMPONENTS

LOW STORAGE, METAL, FULL PULL

- Two Drawer-Metal** _____ QTY/Station: _____
- 30"W
 - 36"W
 - 42"W
- Open Shelf-Metal** _____
- 30"W
 - 36"W
 - 42"W
- Sliding Door Metal** _____
- 30"W
 - 36"W
 - 42"W

STORAGE TOWERS, METAL

- Storage Tower-Metal** _____ QTY/Station: _____
- 37"H Storage Tower
 - 51"H Storage Tower, Right
 - 51"H Storage Tower, Left
 - 63"H Storage Tower
- Metal Storage Cabinet w/ Sliding Door** _____
- Sliding Door is available in Metal or Fabric:
1. Metal 2. Fabric
- 24"W
 - 30"W
 - 36"W
 - 42"W
 - 48"W
 - 60"W
- Upmount Sliding Door-Metal** _____
- Sliding Door is available in Metal or Fabric:
1. Metal 2. Fabric
- 24"W
 - 30"W
 - 36"W
 - 42"W
 - 48"W
 - 60"W

OPTIONS FOR LOW STORAGE

- Laminate Top** _____ QTY/Station: _____
- 30"W
 - 36"W
 - 42"W
 - 48"W
 - 60"W
 - 66"W
 - 72"W
- Seat Cushion** _____ QTY/Station: _____
- 30"W
 - 36"W
 - 42"W
 - 48"W
 - 60"W
 - 66"W
 - 72"W

PEDESTAL, METAL

- Low Metal Box/File- Full Pull** _____ QTY/Station: _____
- Mobile
 - Stationary
- Mobile:**
- Box/Box File** _____
- Square Pull
 - Full Pull
 - Full Pull Budget
- File/File** _____
- Square Pull
 - Full Pull
- Seat Cushion** _____

LEG OPTIONS

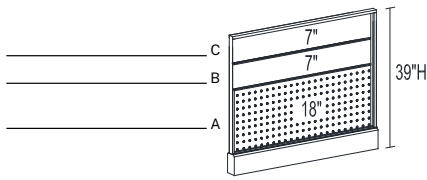
- Square Desk Leg** _____ QTY/Station: _____
- Square H-Leg** _____
- P-Leg** _____
- Docking Leg** _____
- 3"H Docking Leg w/ Adjustable Glide for Desking
NOTE: Used w/ laminate top.
 - 4-1/4"H Docking Leg-Extended for Desking w/ Adjustable Glide for Desking
NOTE: Used w/ metal top.
- Additional Legs** _____ QTY/Station: _____
- Please specify: _____

PLEASE ADD ANY ADDITIONAL NOTES:

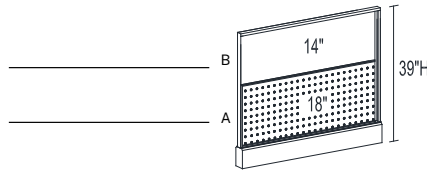
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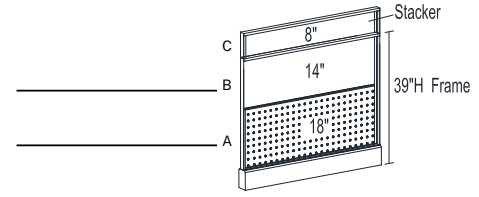
NOTE: Reveal strips come standard tiles between our tiles, thus providing a finished look. However, when combining paint and fabric tackable tiles, reveal strips cannot be utilized.



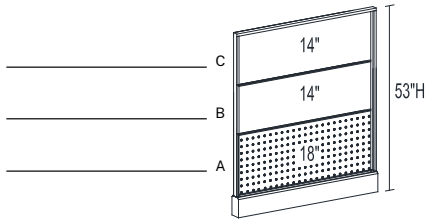
39"H Tile Frame
1877 Configuration



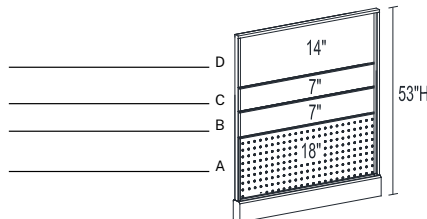
39"H Tile Frame
1814 Configuration



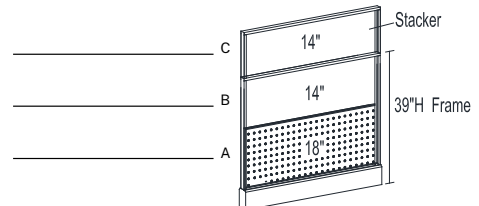
47"H Stacker Option
39"H Frame + 8"H Stacker



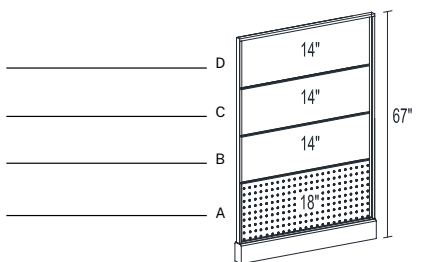
53"H Tile Frame
181414 Config.



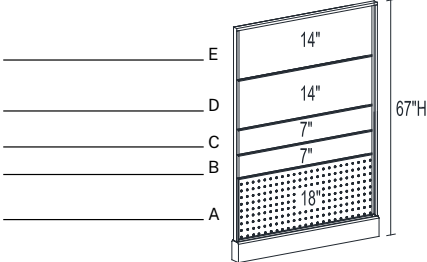
53"H Tile Frame
187714 Config.



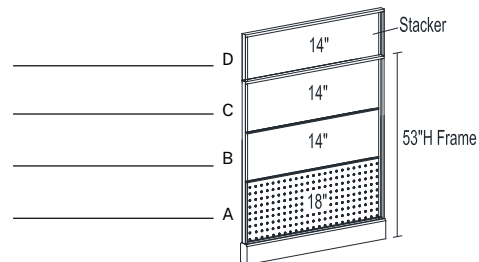
53"H Stacker Option
39"H Frame + 14"H Stacker



67"H Tile Frame
18141414 Config.

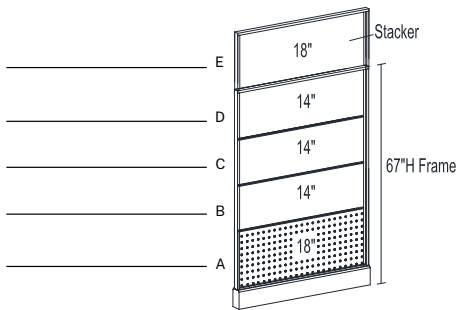


67"H Tile Frame
18771414 Config.

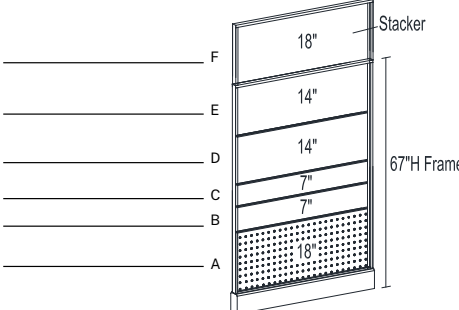


67"H Stacker Option
53"H Frame + 14"H Stacker

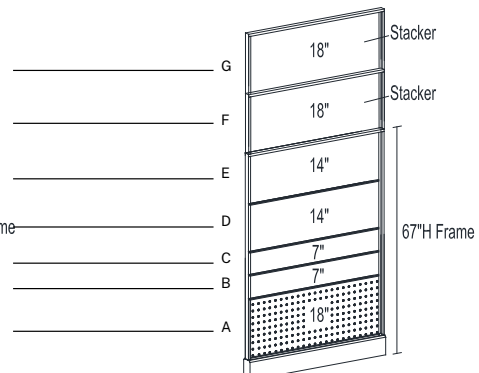
TILE HEIGHT



85"H Stacker Option 1
67"H Frame + 18"H Stacker



85"H Stacker Option 2
67"H Frame + 18"H Stacker



103"H Stacker Option
67"H Frame + Two 18"H Stackers

TILE FINISH OPTIONS

Perforated Painted Metal (PPMT)

Our 18" bottom tile comes standard with perforated paint unless otherwise specified. Perforated painted tiles are available on 18" bottom tile only.

Fabric Tackable Acoustic (FTA)

Our standard fabric tiles are tackable acoustic. Choose from any of our standard fabric selections.

Laminate (LAM)

Four standard laminate options are available.

Glass (G/OT or G/OM)

Our glass tiles come standard with glass on one side and an open frame on the other. Glass on a top tile is denoted G/OT and glass on a middle tile is denoted G/OM. Glass cannot be used on 7" tiles or 8" stacker tiles.

Painted Metal Tile (PMT)

All standard paint options are available.

Open Tile (O/O)

Open tiles consist of open frames on both sides of the tile frame, thus allowing for open access. Open tiles can be used in the stacker or bottom position.

Tile Height	Finish Options
7"	PMT FTA LAM
8" Stacker	PMT FTA LAM
14"	PMT FTA LAM G/OM (if tile is in middle) G/OT (if tile is on top) O/O
18"	PPMT (18" bottom tile only) PMT FTA LAM O/O