

Special Projects Document.

Please fill out the following information and send the completed form to: pascau@lambertetfils.com

At Lambert & Fils, we offer the possibility to adapt our fixtures to your project's spatial constraints. Whether it is an adaptation of our standard collection or a new design, we will gladly study your request and get back to you with the feasibility of the project. There are specific steps when working with the Special Projects team and it is very important to go through every aspect of this document to clearly understand the delays that are implied and technical requirements.

The following steps explain the complete process involved in the design of your custom fixture:

1. **PROJECT STUDY:** Upon receiving the completed Special Projects Document, our head designer and technical team will evaluate the interest and feasibility of your project. Delays: 2 – 3 days.
2. **QUOTE:** Once your project is accepted, we will provide a quote which includes technical drawings and cost of fixtures. Shipping is not included at this point of time. Delays: 1 week.
3. **DESIGN PRESENTATION:** After receiving confirmation of the quote and the first 50% deposit*, our Special Projects designer will begin the design and general technical drawings. At completion, a presentation document is forwarded to the client for approval. Delays: 3 weeks.
4. **PRODUCTION:** Once the design has been finalized and signed, production is launched. At this point, an approximate shipping date is confirmed. Delays: 12 weeks (at most).
5. **REMAINING BALANCE:** Two weeks prior to expediting, you will be contacted for the remaining balance*. A confirmation of the billing / shipping address along with any shipping constraints is required (a document will be provided). Please note that the remaining deposit must be received to ship goods. Otherwise, shipping date will be pushed.
6. **SHIPPING:** As soon as the order is shipped, you will receive UPS tracking information. A final invoice for shipping costs will be sent for payment.
7. **RECEIVING FIXTURE:** You have now received your custom fixture. All our custom projects are provided with an installation manual in PDF as well as a paper copy with your fixture. Fixtures must be installed by an electrician.

*deposits are minimal.

Special Projects | Project Form.

Please fill out the following information and send the completed form to: pascau@lambertetfils.com

YOU ARE: ARCHITECT/DESIGNER ELECTRICIAN/CONTRACTOR
 RESELLER/DEALER _____

COMPANY NAME: _____

CONTACT NAME: _____

TELEPHONE NUMBER: _____

CLIENT NAME / COMPANY: _____

PROJECT NAME: _____

PROJECT LOCATION: _____

DESIRED INSTALLATION DATE: _____

BUDGET: CAD USD EUR
 5,000 - 10,000 10,000 - 15,000
 15,000 - 20,000 20,000 + OTHER: _____

CUSTOMIZATION OF STANDARD NEW DESIGN (TO BE VALIDATED BY L&F)

FIXTURE TO BE CUSTOMIZED: _____

QUANTITY OF FIXTURES: _____

OVERALL DIMENSIONS: W: _____ D: _____ L: _____

DESIRED FINISH: _____

CEILING HEIGHT: _____

CEILING TYPE: FLAT CEILING SLANTED

CEILING MATERIAL: CONCRETE WOOD GYPSUM
 ACOUSTIC PANELS OTHER: _____

ELECTRICAL OUTLETS: ELECTRICAL BOX ALREADY INSTALLED RECESSED ELECTRICAL BOX
 ELECTRICAL BOX DEPENDING ON NEEDS
 SURFACE MOUNTING ELECTRICAL BOX INDIVIDUALLY SUSPENDED

TEMPERATURE DESIRED: 2700K 3000K 3500K OTHER: _____

NUMBER OF LIGHT SOURCES: _____
 LED G9 OTHER: _____

DIMMING PROTOCOLE PHASE DIMMING 10 V OTHER: _____