
Capture®

PRICE LIST | JANUARY 2023

For Canadian pricing, please visit Trendealer to see the current conversion rate being used or contact your local Fellowes Representative.

Capture

Capture is a fully featured frame and tile furniture system that includes laminate storage elements. This price list includes detailed product information and pricing for these products.

Fellowes product catalogs are available in the following design software: CAP, Data One, Giza, Midnight-Oil, and Project Matrix. The Systems price list is also available in .pdf (Acrobat Reader) format on www.trenddealer.com. For Architects and Designers, a free FSL (Furniture Symbol Library) is available on www.trendway.com.

Product dimensions are given throughout the product catalog and are followed by parenthesis which have the metric equivalent in millimeters. For example: A Rectangular Work Surface is available in a 48" (1219)-width.

Ordering Information

The most efficient way to enter an order is through Fellowes On-Line Order Entry on dealer.trendway.com, which also accepts .sif files from the design software listed above. Faxed orders are available as well but may extend lead-times.

For ease in specifying, Fellowes' catalog numbering system uses meaningful characters to convey description, surface type, and size. For example, C8FR2034 represents a **Capture 8 Wire Base Frame** that is **20"** (508)-wide and **34"** (864)-high.

Order specification examples are shown throughout the price list at the bottom of each page. Be sure to follow the order sequence carefully to ensure complete and accurate order specification.

After placing an order, Fellowes will send an order acknowledgement that follows the sequence of information outlined below. Fellowes encourages you to follow the same steps so that checking your order against the acknowledgement will be as easy as possible.

Placing an Order

To make placing an order simple, Fellowes On-Line Order Entry automatically prompts the product and option decisions that are required. For accurate order processing on faxed orders, please type or use legible handwriting, and be sure to include the following information:

1. A complete "sold to" address with correct Zip code.
2. A complete "ship to" address with correct Zip code.

Sequence Information

The table below shows a sample of the price list format's sequence of information which will assist when placing an order and checking an order acknowledgement.

Sample Part Number:

C8FR2034	.H	.BB	.K	.FF	.AH2
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3. A purchase order number. (The order is issued to Fellowes Corporation, Holland, Michigan.)
4. A signature or name of person authorizing the purchase order.
5. A contact name and phone number at your company.
6. An actual calendar date for the requested delivery date (not ASAP).
7. Line items that are complete, which means all catalog numbers and descriptions, options listed for each product selected, fabric/finish pattern and color descriptions, and all corresponding letter or number codes. Be sure to make a pick for all available options. Also, combine identical items and specify total quantity unless using special marking or tagging.

(Refer to your price list for ordering options.)
8. Special products referenced by their control numbers as well as their descriptions.
9. Line items that include price per unit, as well as extended totals.
10. A total dollar amount for the purchase order.
11. Any special shipping requirements clearly noted; i.e., "call before delivery."

By placing your orders correctly and completely the first time around, your order will be processed and scheduled without delay (subject to credit approval).

Lead-Times

The majority of Capture products are shipped within Fellowes' standard lead time. Extended lead-time items in the catalog are designated by shading.

Note: Shipping lead-times are subject to product availability due to order size. For exact lead-times on your order contact Fellowes Customer Care.

Product Questions, Quotes & Order Placement On-Line

www.trenddealer.com

Hours: 24 Hours, 7 Days a Week

Customer Care Representative

Hours: Monday-Friday
7:30 am to 5:30 pm EST
Phone: 1-800-893-8115
Fax: 1-800-893-8121
e-mail: ciquincycustomerservice@fellowes.com

Fellowes Custom Solutions

Phone: 1-800-893-8117

For more information on Order Placement, Confirmation, and Lead-Times, see the Pricing, Procedures & Policies section in the back of this Price List.

1. Transportation

All orders are shipped by Fellowes truck or common carrier. List prices shown include Fellowes specified freight cost on all orders. For additional information about transportation, contact the Fellowes Customer Care Department at 1-800-893-8115.

2. Prices

Prices shown in this offering are F.O.B. origin, freight prepaid. Fellowes reserves the right to change prices without notice.