



# Quick Ship Schedule Guidelines

Everything Ships in less than a week!

Day 1 = PO Entered

Day 3 = Production Finishes

Transit time begins

Day 2 = Production Begins

Day 4 = Order Ships Out

Quick Ship Quantities	Task	Multi-Use	ExecuTask & Conference	Lounge
20/48 20 chairs produced in 48 hours	Genie®, Genie Flex®, Onda, Rise, Riva, Run II, Terra	Eclipse, Spec Stools, Splash, Sutro, Vista II & Zee		
15/48 15 chairs produced in 48 hours	4u mesh back, 4u groove back, & Terra, Brisbane, Brisbane HD, Ballistic Brisbane			
10/48 10 chairs produced in 48 hours	4u upholstered back, upholstered backshells 20UPH, 22UBF & 22UBL		Carmel, Linate, Oslo, Proform®, Vero,	
5/48 5 chairs produced in 48 hours		Vista II bariatric chairs	Carmel with executive diamond stitch & Proform® with executive diamond stitch	Edge, Luna, Satellite, Chico
2/48 2 chairs produced in 48 hours				Astro, Comet, Meteor, Muir, Nebula, Orbit, Saturn & all upholstered arms

If more than outlined above, simply double production time I.E. 40/48 would be 1 day to order, 4 days to produce, 1 day to ship.

\*Applicable on standard Quick Ship textiles only, COM time starts once textile is received

\*Must outline Quick Ship on PO

\*Does not include Outdoor products