

# BARBICAN SAMPLE FIXTURE POLICY

At **Barbican**, we are committed to support you in your business.

We understand that the ability to present a client with a physical sample of one of our fixtures is sometimes critical to ensuring a purchase commitment. Please see below for options for sample fixtures.

## i. Sales Rep Sample Kits

**Barbican** supplies a No Charge Fixture Sample Kit to all Sales Representatives with a variety of fixture types for use in sales visits and promotions. Fixtures come equipped with a cord and plug for ease of use. New samples are provided throughout the year. Please contact your customer service rep at [sales@barbican.ca](mailto:sales@barbican.ca) for further information.

## ii. Standard Product Samples

**Barbican** offers a No Charge Sample Program for standard products. The lead time is established at two (2) weeks from receipt of the no charge purchase order. To qualify for a no charge standard product sample, the project would require a Project Registration. Please see below for registration form. **Barbican** reserves the right to substitute finishes and/or dimensions to accommodate a two week lead time.

## iii. Custom and Non-Standard Product Samples

For custom samples, **Barbican** will advise on a production lead time based on the complexity of the design(s). **Barbican** will determine the cost sharing of the sample between Sales Representative and **Barbican** at time of request. This cost would be reimbursed or credited to the Representative upon receipt or award of the order. As with standard product samples, all requests for custom and non-standard samples would require a Project Registration. Please see below for registration form.

**Barbican** wants to support our Sales Team with samples.

Please feel free to contact Steven Geiger, Vice President Sales, to review any sales opportunities that require samples.

# PROJECT REGISTRATION SAMPLE REQUEST

REQUEST DATE: \_\_\_\_\_

REPRESENTATIVE NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

CLIENT | PROJECT NAME: \_\_\_\_\_

SCOPE OF PROJECT (quantities): \_\_\_\_\_

POTENTIAL ORDER DATE ON AWARD: \_\_\_\_\_

INSTALLATION DATE: \_\_\_\_\_

ARCHITECT | INTERIOR DESIGNER | ENGINEER: \_\_\_\_\_

\_\_\_\_\_

BARBICAN PRODUCT: \_\_\_\_\_

BARBICAN STANDARD FINISH: \_\_\_\_\_

*Please forward Project Registration to [sales@barbican.ca](mailto:sales@barbican.ca).*