



TO THE TRADE

As a design professional, your services are vitally important to California House. In fact, our strengths as a company are aligned with yours – personalized service, attention to detail, and the ability to create furniture the way you want it. Our goal is to make sure your experience with California House is as easy as possible from start to finish so your client can end up with the game room they dreamed of.

This document provides you with a brief introduction to the California House brand and what we will need to get started.

ABOUT US:

Founded in 1953, California House is the premier manufacturer of custom order game room furniture in the United States. We focus on building fine furniture for rooms where families and friends come together to have fun.

Our unique and original products are authentically designed by our team in Sacramento and made to be of the finest quality. Each piece is available in a wide selection of wood species, finishes, fabrics, leathers, and options, allowing you to create memorable entertainment spaces that match your client's individual sense of style and decor.

Every item is proudly made by California House in our small woodshop located in Sacramento, California, U.S.A.

FIRST CONTACT:

We are happy to provide you with our Suggested Retail Price List when you first contact California House, as well as links to our digital catalog or a hard copy mailing of the same catalog. Of course, we are also here to answer any questions you may have about our products, availability, etc. Please contact Katie Start at 1-800-251-3597 with any immediate questions.

Before we can provide you with your Design Professional discount, we ask for a couple of documents to verify your credentials.

We will need:

- Business License or resale certificate
- Signed credit application (included in this "Getting Started" guide) with business info.
- This information should be faxed to 1-800-258-2497 or emailed to kmstart@californiahouse.com.

If we have a high-volume dealer near your location that specializes in working with interior designers, we may direct you to their location instead of working with you directly. Much of our furniture is very heavy and should be professionally installed and leveled (billiards tables, shuffleboard tables, etc.).

LEAD TIMES:

We ship all orders in 8 – 12 weeks after we have received the finalized order and the initial 50% deposit has been paid by check or credit card.

SAMPLES:

Our swatch handle includes approximately 100 standard fabrics, premium leathers, game and billiard cloth colors, and many wood finishes on various species of wood. Any product we make may be ordered with any wood / finish / fabric, etc.

We are happy to send you a kit with all the samples for \$300, fully refundable with your first order over \$3,000.

As an alternative, you may also select a curated sampling of the individual fabrics, leathers or finishes found on our website at www.californiahouse.com. Simply let us know what samples you require and we will mail you up to three choices of each selection for \$25 (non-refundable).

California House also offers Customer's Own Material (C.O.M.) at no upcharge, and offers custom finish matching for a 10% - 25% upcharge. Customer's Own Leather (C.O.L.) for chairs and barstools is \$50.

SHIPPING:

All orders are palletized and shrink-wrapped using red (pink) material for security. Once your order is wrapped and ready, we will select the best freight carrier for your area and ship to address specified. Please inspect carefully upon arrival, note any damages on the receipt of goods. If you experience any issues, please contact us.

We offer pre-paid freight discounts for orders over \$3,000. For orders under \$3,000, the order will ship collect at standard rates. Please notify us of your preference of carrier for small orders.

TERMS:

We require a 50% deposit to begin production of your order. This deposit may be paid via check or credit card (Visa, MasterCard, or American Express). The remainder of the invoice is due when the merchandise is ready to ship. We will contact you approximately a week before your order is ready with the final payment amount. We will not process your credit card or deposit your check for the final payment until your order is on our dock complete, wrapped, and ready for shipment.

CONTACT INFO:

Address: 3316 51st Avenue, Sacramento, CA 95823

Phone Number: 916-428-2238 or 1-800-251-3597

Fax Number: 1-800-258-2497

Email: info@californiahouse.com (general); orders@californiahouse.com (orders); kmstart@californiahouse.com (your personal concierge)

Website: www.californiahouse.com



Credit Card Authorization Form

Please complete and fax to 1-800-258-2497 - Attn: Accounts Receivable

We will charge the credit card below for the invoice total, including freight if applicable, the day a shipment leaves our factory. There is no early pay discount for Credit Card purchases. Any request for payments via Credit Card after merchandise has been shipped will incur a 4.5% fee.

YES: I would like California House to automatically charge my Credit Card for ALL Invoices.

NO: I do not want California House to automatically charge my Credit Card for all invoices, but would like to submit my Credit Card information for file. I will specify payment method when I submit my order. Note: If the NO box is marked, California House will send a Credit Card Authorization Form for every order that is to be paid by Credit Card.

COMPANY INFORMATION:									
COMPANY NAME:									
CONTACT NAME:				TITLE:					
ADDRESS:				CITY:		STATE:		ZIP:	
PHONE NUMBER:				FAX NUMBER:					
EMAIL ADDRESS:									
CREDIT CARD AUTHORIZATION									
CREDIT CARD #1 <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> AmEx <input type="checkbox"/> Discover		Print Cardholder Name:							
		Billing Address:							
		City:		State:		Zip:			
		CREDIT CARD #:						Expiration Date:	
		AUTHORIZED SIGNATURE:						CVC Code:	
CREDIT CARD #2 <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> AmEx <input type="checkbox"/> Discover		Print Cardholder Name:							
		Billing Address:							
		City:		State:		Zip:			
		CREDIT CARD #:						Expiration Date:	
		AUTHORIZED SIGNATURE:						CVC Code:	

This form must be completely filled out and signed by the authorized user listed on the credit card account. The card will not be processed until the form is completed.

GENERAL RESALE CERTIFICATE

California Resale Certificate

I HEREBY CERTIFY:

1. I _____ hold _____ valid _____ seller's _____ permit _____ number: _____

2. I am engaged in the business of selling the following type of tangible personal property:

3. This certificate is for the purchase from _____ of the item(s) I have listed in paragraph 5 below. [Vendor's name]

4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale:

6. I have read and understand the following:

For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

NAME OF PURCHASER _____

SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE _____



PRINTED NAME OF PERSON SIGNING _____ TITLE _____

ADDRESS OF PURCHASER _____

TELEPHONE NUMBER _____ DATE _____

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CALIFORNIA HOUSE
FINE GAMEROOM FURNITURE

CREDIT APPLICATION

Date: _____

Business Name: _____ DBA: _____

Billing Address: _____

Shipping Address: _____

Telephone #: _____ Fax #: _____

Web Address: _____

Owner Name(s): _____

Others Authorized to Place Orders: _____

Type of Organization: Corporation Partnership Sole Proprietorship

Federal Tax I.D.#: _____ In Business _____ Years

TRADE REFERENCES

1. Company: _____ Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Fax #: _____

2. Company: _____ Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Fax #: _____

3. Company: _____ Address: _____

City: _____ State: _____ Zip: _____

Telephone #: _____ Fax #: _____

BANK REFERENCES

Bank Name: _____ Branch: _____

Address: _____ Account #: _____

Will C.O.D. or C. B. D. shipments be acceptable until credit has been approved?: YES NO

AUTHORIZED SIGNATURE: _____ **TITLE:** _____

(I DECLARE that the above information is true and correct. I understand and accept that by providing my signature, I am acknowledging my agreement to all the above information.)