



Request for Quote  
**Simple Desk**

Date: Rep Code:  
Due Date: Specifier:  
Project Name: Drawing Format:  
HBF Sales Rep: Project Size:  
Dealer: Quantity:  
HBF CSR: Ship to State/ZIP:

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Contract Type:  
Product Type:  
Model Number:  
Top Material:  
Top Finish:  
Base Finish:  
Divider:  
Divider Finish:  
Power:  
Drawer:  
Half Shelf:  
Tack Panel:  
Additional Information:

Attachment:  
*Please add attachment to email along with this form.*

Please refer to price lists published on **HBF.com** for product specifics..

*\*\*\* Please note: Immediately after completion of form please:*

- 1. Select Printer Option*
- 2. Save as Adobe PDF (on your desktop or elsewhere)*
- 3. Retrieve PDF saved version*
- 4. Email directly to Design Services at HBFDS@hbf.com*

<b>For Internal Use Only</b> Date Request Received: Date Quote Completed: Completed By:
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Request for Quote  
**Additional Information**

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**For Internal Use Only**

Date Request Received:

Date Quote Completed:

Completed By: