



**WINCO**

Winco Window Co.  
6200 Maple Ave.  
St. Louis, MO. 63130  
Tel: 314-725-8088  
800-525-8089  
Fax: 314-725-1419  
866-770-7155

### Winco Window Co. Submittal Material Request Form

Please complete all known fields for in house efficiency and expedient processing. If Quote/Job # is known please enter the number and move on to shipping address.

Project Name: _____	City: _____	State: _____
Project Location: _____		Zip Code: _____

- OR -

Project/Job #: _____	Quote #: _____
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- OR -

Architect: _____	Rep: _____	Customer: _____
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**Required:**

Ship to: _____
Attn: _____
Address: _____
_____
E-Mail: _____

If Request is Unaffiliated to a Current Job, check box.

SM-Part Numbers will be on hand and shipped immediately.

All other requests will be subject to scheduling of Engineering, Purchasing and Manufacturing needs.

If Part # is not listed please describe material request.

SM-Part #	Description	Order Quantity
SM -		
SM -		
SM -		
SM -		
SM -		
SM -		
SM -		

REQUEST SUBMITTED BY : \_\_\_\_\_ DATE: \_\_\_\_\_

LEVEL 2 APPROVAL : \_\_\_\_\_ DATE: \_\_\_\_\_