

Collaborative

DIVIDERS



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Thank you for considering Collaborative Spaces LLC as a partner in your future product needs. Below is key information you will need so that we can begin this partnership.

CONTACT INFORMATION

Collaborative Spaces
www.mycollaborativespaces.com
(877) 405-4305 main (877) 266-4346 fax

Jason Thomas, President 214-532-8550, jason.thomas@mycollaborativespaces.com

- General inquiries: info@mycollaborativespaces.com
- Quotes: sales@mycollaborativespaces.com
- New Order: orders@mycollaborativespaces.com
- Accounts payable: accounting@mycollaborativespaces.com
- Quality Control / Warranty / Shipping Claims: qc@mycollaborativespaces.com

FREIGHT COST POLICY

PRODUCTS THAT SHIP FREE

MONITOR ARMS
KEYBOARD TRAYS
CPU HOLDERS
LIGHTING
POWER ACCESSORIES
WIRE MANAGEMENT ACCESSORIES

PRODUCTS THAT INCUR FRIEGHT CHARGES WITH A CAP ON SHIPPING COSTS

TABLES BASES
TOPS
DIVIDER SCREENS

SHIPPING COST POLICY

ORDERS OF PRODUCTS IN THIS CATEGORY WITH ORDER AMOUNT UNDER \$5000 NET WILL INCUR A 10% OF NET SHIPPING CHARGE ON ORDERS WITH A MINIMUM SHIPPING CHARGE OF \$225

ORDERS OVER \$5000 NET WILL HAVE A FLAT SHIPPING FUEL SURCHARGE OF 2%

PRODCUTS THAT INCURE A FLAT % OF ORDER FREIGHT CHARGE FOR ALL ORDERS

GLASS BOARDS

SHIPPING COST POLICY

ALL ORDERS OF GLASS BOARDS WILL BE CHARGED A 10% OF NET SHIPPING CHARGE. FOR LARGER ORDERS, FREIGHT QUOTES MAY BE REQUESTED TO GET A LOWER SHIPPING RATE



WARRANTY

WARRANTY

Collaborative Spaces warrants for a limited lifetime of10 years, that the goods sold will be free from defects in its materials used and workmanship to the original purchaser. This warranty is effective from the date of your order being processed. Warranty time frames for material and manufacturing defects are warrantied for a limited lifetime time frame with certain exceptions. Please refer to the applicable product page at www.mycollaborativespaces.com for its specific warranty information.

EXCEPTIONS:

Electric components (NCS clamp on power units listed separately), in the desk power units, power components for benching systems or power strips, table glides and casters, mouse pads, and wrist rests all have a warranty for 1 year.

NCS clamp on power modules, all models, 3 year warranty

Textiles for fabric dividers have a 5-year warranty

Non-electric adjustable height mechanisms, folding, nesting or flipping mechanisms, table ganging devices, modesty panel hardware, or any moving parts have a 5-year warranty.

ELE HEIGHT ADJUSTBLE TABLE:

Electronics (motors, control boxes, hand controls have a warranty for 3 years, structural components for 10 years (frames, paint and glides

CREST AND PEAK HEIGHT ADJUSTABLE TABLES:

Electronics (motors, control boxes, hand controls have a warranty for 3 years, structural components for 10 years (frames, paint and glides

Warranty Claims for Defective Product

Please contact qc@mycollaborativespaces.com or call 888-405-4305 to initiate a warranty claim. Collaborative Spaces may request pictures or videos demonstrating the issue before initiating further actions. Collaborative Spaces reserves the right to request additional troubleshooting efforts to identify / resolve the issue before sending replacement parts, as well as to request the return of any or all impacted products for evaluation. No labor charges will be paid for trouble shooting warranty claims. Assistance in trouble shooting can be done over the phone with the customer at site. Trouble shooting is part of the ownership responsibility of the end user to understand how to properly use and correct any simple reset issues with their table. No merchandise shall be returned without prior approval from Collaborative Spaces. When available, Collaborative Spaces may utilize their own repair team to resolve any issues in the field.



SHIPPING and RETURNS POLICY

SHIPPING

Collaborative Spaces ships product standard ground and LTL thru designated quality carriers. Priority or express shipping may be done at additional costs over our standard freight policy. Special circumstances such as call before delivery, scheduled appointments and non-standard off-loading scenarios, such as lift gate trucks needed can be quoted and will be outside of our standard delivery policy. We do not provide inside delivery.

Shipping Claims for Damaged or Concealed Damaged Product

Please contact qc@mycollaborativespaces.com or call 888-405-4305 to initiate a shipping / concealed damage claim. If any portion of your product is received in damaged condition, either apparent or concealed, it is the responsibility of the customer to note any perceived damage on the carrier's delivery receipt, accept delivery of the product, take pictures of packaging, as well as pictures of damage on each item impacted. Contact Collaborative Spaces immediately to initiate the claim process. Product signed for and identified as damaged is not to be installed but left in the packaging until the claim process is completed.

Concealed damage must be reported to Collaborative Spaces within 5 business days from date of delivery. Pictures of packaging as well as pictures of each item impacted must be provided. Failure to report concealed damage or provide required pictures within 5 business days from date of delivery will result in customer assuming liability of damage.

Shipment Delays

Collaborative Spaces is not responsible for any shipment delays due to unforeseen circumstances, such as traffic, equipment problems, inclement weather, refused shipment at delivery location, or local limitations due to large trailer etc.

Missing / Lost Packages

To report a missing / lost package, please contact qc@mycollaborativespaces.com or call 888-405-4305. Please note, a package must be undelivered 24 hours after the expected delivery date and time to be considered lost / missing. If proof of delivery indicates that the shipment was delivered and signed for in full, customer assumes liability for replacing product.



WARRANTY LABOR REIMBURSEMENT AND RETURNS POLICY Labor Reimbursement

Labor will not be reimbursed for shipping / concealed damage claims or for items deemed missing where shipments were signed for as received in full.

CLAIMS FOR NON DELIVERED ITEMS MUST BE MADE WITHIN 5 DAYS OF THE SHIP DATE. IF THERE IS A SIGNED BOL OR A SCANNED DELIVERY THRU FED EX, PRODUCT NOT REPORTED WITHIN 5 DAYS WILL BE DEAMED TO HAVE BEEN DELIVERED IN FULL AND REPLACEMENTS WILL BE SUPPLIED WITH A NEW PO. FAILURE TO REPORT PRODCUT MISSING DOES NOT PLACE RESPONSIBILITY BACK ON COLLABORATIVE SPACES. IF A PROCUT WAS NOT SIGNED FOR OR SCANNED DELIVERED, A CLAIM WITH THE CARRIER WILL BE STARTED.

Any labor reimbursement requests <u>must be made prior</u> to incurring any charges / expenses. Repairs to product made without Collaborative Spaces consent will not be covered. Defective parts deemed under warranty will be replaced at no charge. If upon inspection of returned items, it is determined that the product failed due to misuse or improper trouble shooting identifying the incorrect part, parts may be billed or requested to be returned. Shipping cost will also be charged to send out new parts.

PRODUCT RETURNS

Please contact Collaborative Spaces to determine if product wanting to be returned is available for return or exchange. Please note that no custom products may be returned. Product must be returned in original packaging. A restocking fee, as well as shipping charges (delivery of product and return of product) will be deducted from any return product credits. Credits will not be honored until all goods to be returned have been received and inspected by the Quality Control dept. This may take up to 30 days from receipt of returned product.

PRODUCT CHANGES and CANCELLATIONS

Collaborative Spaces must be contacted in writing at orders@mycollaborativespaces.com to change or cancel an order. Please specify in the subject line ORDER CHANGE or CANCEL ORDER. Order changes / cancellations must be made within 2 business days of order processing. Some order changes / cancellations outside of the 2 business days may be subject to a fee, including covering shipping charges to/from if cancelled after a product has been shipped. Collaborative Spaces will do their best to accommodate requests, however built to order products in process of being manufactured or already manufactured may not be changed or cancelled. For standard inventory items, orders for a large quantity of product that requires the acquisition / manufacturing of product to fulfill the order will be subject to a fee if cancelled after production has begun up to 50% of the order total.

DESK SCREENS AND CLAMPS INFO AND LEAD TIME

DESK CLAMPS ARE SOLD SEPERATLY FROM DIVIDER SCREENS

CLAMP SETS ARE SOLD BY SIZE OF SCREEN AND APPLICATION WITH UNIQUE MODEL NUMBERS

Clamps are in stock, for standard size orders, screens are manufactured, build to order. Large top clamp orders for stack on divider panels can be produced quickly, call for lead time quote.

PET Acoustic material is produced in 2 weeks Acrylic is 3-4 week lead time for small orders, larger orders need to have lead time quoted Fabric dividers are produced 3-5 weeks after receipt of fabric. Laminate divider screens are available, quote by request



Acrylic stack on panel with 3 DTC-T clamps and PET side dividers with DTC-TC2 side edge mount set



Whiteboard laminate screen with DTC-TC3 back edge mount clamp set



Acrylic screens with ODC-LOP4 rear screen mount and DTC-T2CCP side mount clamp set

Desk top screens **DIRECT MOUNT** application using the top clamp only, can be screwed directly to the work surface or a flat surface for a stack on panel. The top clamp may also be connected with double stick tape. Screens over 15" H, when attaching with tape, require the additional base plate for additional tape contact area. Panels 48" and under require 2 clamps and over 48" require 3 clamps.

Direct top mount clamps are sold as each with the following model numbers

DTC-T - includes top mount and hardware only to close the clamp- all direct mount screws are the customers responsibility, due to the variance in surface thickness into which the product can be screwed

DTC-TCP - includes top mount clamp and lower base plate for double stick tape application, with hardware to close the clamp and to attach the clamp to the base plate.

Double stick tape available to purchase separately.







Desk top screens **EDGE MOUNT** have 2 options for clamp style.

Style 1 is a value 1 piece clamp with desk edge clamp and top clamp as 1 cast unit. **TEV model clamps work** on work surfaces up to 1.5" thick

Style 2 is a 2 piece clamp with a separate upper and lower universal clamp. The Universal clamp can be used to mount from the side/back edge or turned 90* and mounted on the front edge. The Universal lower clamp works on work surfaces up to 1.3" thick

Desk screens up to 48" wide using side and back edge clamps require 2 clamps. Desk top screens over 48" wide require 3 clamps and are sold as sets with the following model numbers

DTC-TEV2- includes 2 one piece edge clamps and hardware DTC-TEV3- includes 3 one piece edge clamps and hardware



DTC-TC2 - includes 2 top mount clamps and 2 lower desk universal clamps and all hardware DTC-TC3 - includes 3 top mount clamps and 3 lower desk universal clamps and all hardware





Desk top side screens may be mounted with a **FRONT MOUNT** clamp if the desk side edge is not available.

Front mount desk top clamps can be ordered with the following model number.

DTC-T2CCP - includes 2 top mounts, 1 front universal lower clamp, 1 rear lower base place and all hardware. Works on surfaces up to 1.3" thick.



OFF THE DESK divider clamps are used to mount the divider screen off of the surface allowing for an above and below the surface screen application. The JSPS clamp set allows you to create a gap of up to 1" off the back of the work surface for mounting clamp on accessories on the back edge of the work surface, as well as managing wires from your desk top to beneath your work surface.



Off the desk clamps are sold in sets based on screen size. screens 48" and under require 2 clamps and screens over 48" wide require 4 and can be ordered with the part number below.

ODC-JSPS brackets can also be used for modesty panel applications with the same part numbers

ODC-LOP2 - includes 2 L brackets and 2 front plates with screw hardware to attach. ODC-LOP4 - includes 4 L brackets and 4 front plates with screw hardware to attach

HEIGHTS ABOVE AND BELOW THE SURFACE ARE CUSTOMIZABLE AND SHOULD BE LISTED WITH THE ORDER.

Maximum height above the surface for 24" tall screens is 19" and for 30" tall screens max height is 24"



DESK TOP APPLICATION DIVIDER SCREEN MOUNTING OPTION



Single unit clamp pricing shown below. Set pricing can be found in the pricing matrix.

Screens up to 48" wide require set of 2 clamps, screens 48-78" wide require set of 3 clamps and screens 78" to 96" require set of 4 clamps.





Top mount direct screw down



DTC-TCP List \$35



Two piece clamp with Top mount with lower Clamp Plate for double stick tape applications.



DTC-TF List \$45



Two piece clamp with Top mount with lower 2" x 8" Foot or freestanding applications. Top mount can be mounted 2 directions.



DTC-TEV List \$20



One piece molded Top Edge Value clamp, fits up to 1.6" thick surface.





Two piece clamp with Top mount with lower C clamp. Top mount can be mounted in 2 directions for either side edge mounting or front and rear edge mounting. Fits up to 1.25" thick surface.



DTC-T2CCP List \$75



Two piece clamps with 1 Top mount with lower C clamp. and 1 Top mount with lower Clamp Plate. This is a complete set for 1 screen mounting on front edge of surface. Fits up to 1.25" thick surface.



CUBICLE PANEL STACKER CLAMPS DIVIDER MOUNTING OPTIONS



Single unit clamp pricing shown below. Set pricing can be found in the pricing matrix.

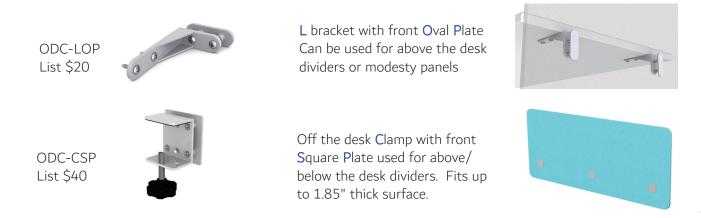
Screens up to 48" wide require set of 2 clamps, screens 48-78" wide require set of 3 clamps and screens 78" to 96" require set of 4 clamps.



OFF THE DESK CLAMPS DIVIDER MOUNTING OPTIONS

Single unit clamp pricing shown below. Set pricing can be found in the pricing matrix.

Screens up to 48" wide require set of 2 clamps, screens 48-78" wide require set of 3 clamps and screens 78" to 96" require set of 4 clamps.



ACRYLIC PANEL CONNECTION ACCESSRIES



Single unit clamp pricing shown below. Set pricing can be found in the pricing matrix.

Screens up to 48" wide require set of 2 clamps, screens 48-78" wide require set of 3 clamps and screens 78" to 96" require set of 4 clamps.

DTC-GA 180 List \$15



H 180 Bracket, double sided for joining 2 acrylic panels or acrylic to glass. works on 1/4" up to 3/8" thick screens.



DTC-GA 90 List \$15



90 Bracket, for joining 2 acrylic panels or acrylic to glass. Works on 1/4" up to 3/8" thick screens.



DTC-GA 3 WAY List \$20



3 WAY Bracket, for joining 3 acrylic panels or acrylic to glass. Works on 1/4" up to 3/8" thick screens.



DTC-GA 4 WAY List \$20



4 WAY Bracket, for joining 4 acrylic panels or acrylic to glass. Works on 1/4" up to 3/8" thick screens .



DTC-TOP 90 List \$15



Top of acrylic 90 bracket. Will allow tight joints or up to 2" of space between panels.



DTC-TOP 3 WAY List \$20



Top of acrylic 3 WAY bracket. Will allow tight joints or up to 2" of space between panels.



DTC-TOP 4 WAY List \$20



Top of acrylic 4 WAY bracket. Will allow tight joints or up to 2" of space between panels.



CLAMP OPTIONS





ALL CLAMPS ON THIS PAGE ARE FOR MOUNITNG DIVIDER SCREENS ON TOP OF THE DESK TOP

Plus Freight

Part No.	Description	List	
	Direct Mount Application		
DTC-T	Top mount clamp, single unit, direct mount	\$ 22.00	ra .
DTC-T2	Top mount clamp, set of 2 for direct mount, for screens up to 48" wide	\$ 44.00	
DTC-T3	Top mount clamp, set of 3 for direct mount, for screens +48" to 72" wide	\$ 66.00	9 4
	Double Stick Tape Application		
DTC-TCP	Top mount clamp with lower desk plate, single unit, double stick tape applicable	\$ 35.00	
DTC-TCP2	Top mount clamp with lower desk plate, set of 2 double stick tape applicable for screen up to 48"W	\$ 70.00	
DTC-TCP3	Top mount clamp with lower desk plate, set of 3, double stick tape applicable for screens 48" - 72"	\$ 105.00	
	Freestanding Foot		
DTC-TF	Freestanding Foot with top mount clamp, single unit	\$ 44.00	
DTC-TF2	Freestanding Foot with top mount clamp, set of 2 for screens up to 48"w	\$ 88.00	
DTC-TF3	Freestanding Foot with top mount clamp, set of 3 for screens +48" to 72" w	\$ 132.00	
	Edge Clamp Application		
DTC-TEV	One piece Edge Clamp	\$ 20.00	
DTC-TEV2	One piece Edge Clamp, Set of 2 for surfaces up to 48"W	\$ 40.00	
DTC-TEV3	Once piece Edge Clamp, Set of 3 for surfaces +48" to 72"	\$ 60.00	
DTC-TC	Two piece clamp -Top mount clamp and lower desk clamp, single unit	\$ 43.00	
DTC-TC2	Two piece camp-Top mount clamp and lower desk clamp, set of 2 for screens up to 48"w	\$ 86.00	
DTC-TC3	Two piece camp-Top mount clamp and lower desk clamp, set of 3 for screens +48"w to 72"w	\$ 129.00	
	Front edge mount application		
DTC-T2CCP	Top mount clamp with $f 1$ desk clamp and $f 1$ square plate, used when no back edge is accessible	\$ 88.00	







ALL CLAMPS ON THIS PAGE ARE FOR MOUNTING DIVIDER SCREENS OFF OF THE SURFACE

PART NO.	DESCRIPTION	LIST	•
	Off the Desk Application - For back of desk rear mount application and Modesty Panel mounts		
	Slim L bracket and slim front oval plate, direct screw to under side of surface, used to mount divider		
ODC-LOP	screens off the back of the desk. Gap of .1" -1" can be created for use with clamp on accessories.	\$ 22.00	
ODC-LOP2	Set of 2 for screens up to 48"w	\$ 44.00	0 0
ODC-LOP4	Set of 4 for screens +48"w to 72"	\$ 88.00	0
	Off the Desk Application - For side of desk mount application		
	Off the desk clamp- Slim T bracket and slim front oval plate, direct screw to under side of surface,		
ODC-LTOP	used to mount divider screens off the back of the desk. Flush mounts screen to edge of desk.	\$ 22.00	/4
ODC-LTOP2	Off the desk clamp- Set of 2 for screens up to 48"w	\$ 44.00	







PART NO.	DESCRIPTION	LIST	
	Off the Desk Application - For 1 Piece PET Wrap Screens		
ODC-S1WSC	Clamp set for Small (back screen less than 49"W) 1 sided, side wrap PET divider screen. Includes an LOP2 bracket set for back of screen and 1 LTOP bracekt set for side wrap screen	\$ 66.00	
ODC-L1WSC	Clamp set for Large (back of 49" and over) 1 sided, side wrap PET divider screen. Includes an LOP4 bracket set for back of screen and 1 LTOP bracekt set for side wrap screen	\$ 110.00	3
ODC-S2WSC	Clamp set for Small (back of screen less than 49"W) 2 sided, side wrap PET divider screen. Includes an LOP2 bracket set for back of screen and 1 LTOP2 bracekt set for side wrap screen	\$ 88.00	1
ODC-L2WSC	Off the desk clamp set for Large (back of screen 49" and over) 2 sided, side wrap PET divider screen. Includes an LOP4 bracket set for back of screen and 1 LTOP2 bracket set for side wrap screen	\$ 132.00	•





2 SIDED WRAP SCREEN

MATERIEL CODES FROSTED ACRYLIC - FRO ACOUSTICAL - PRAV FABRIC- FF

APPLICATION CODES
DESK TOP - DTD
OFF THE DESK -ODD
MODESTY PANEL-MP

SAMPLE MODEL NUMBERS

DESK TOP SCREEN / FROSTED ACRYLIC 15H X 30D - DTD-FRO-1530
OFF THE DESK SCREEN / FABRIC 23.5H X 60W - ODD-FF-23.560
MODESTY PANEL / ACOUSTICAL 11.75H X 60W - MP-PRAV-11.7560

PANELS AND CLAMPS SOLD SEPERATELY, REFER TO PAGE 14/15 FOR CLAMP SET PRICING

Frosted Acrylic -FRO							
	11.75"H	15"H	18"H	23.5"H		30"H	
23.5	\$ 116	\$ 147	\$ 165	\$	165	\$	226
24	\$ 147	\$ 147	\$ 171	\$	202	\$	275
30	\$ 153	\$ 202	\$ 220	\$	226	\$	335
36	\$ 184	\$ 214	\$ 275	\$	275	\$	403
42	\$ 208	\$ 238	\$ 317	\$	281	\$	470
47.5	\$ 214	\$ 244	\$ 324	\$	397	\$	530
48	\$ 238	\$ 320	\$ 391	\$	488	\$	530
54	\$ 275	\$ 335	\$ 397	\$	506	\$	715
60	\$ 306	\$ 365	\$ 452	\$	519	\$	745
66	\$ 330	\$ 368	\$ 535	\$	550	\$	900
72	\$ 355	\$ 398	\$ 535	\$	555	\$	925
84	\$ 379	\$ 421	\$ 575	\$	575	\$	925
96	\$ 403	\$ 446	\$ 625	\$	625	\$	975



Acoustical PET- PRAV									
	11.7	5"H	15"H	I 18"H 23.5"H		23.5"H		30"H	
23.5	\$	114	\$ 135	\$	157	\$	191	\$	235
24	\$	114	\$ 135	\$	157	\$	191	\$	375
30	\$	127	\$ 186	\$	203	\$	254	\$	380
36	\$	169	\$ 198	\$	225	\$	265	\$	385
42	\$	191	\$ 220	\$	235	\$	295	\$	385
47.5	\$	220	\$ 230	\$	240	\$	295	\$	390
48	\$	220	\$ 254	\$	310	\$	545	\$	535
54	\$	254	\$ 310	\$	325	\$	555	\$	545
60	\$	290	\$ 375	\$	545	\$	565	\$	955
66	\$	290	\$ 375	\$	545	\$	565	\$	1,000
72	\$	295	\$ 385	\$	555	\$	578	\$	1,050
84	\$	295	\$ 385	\$	555	\$	578	\$	1,065
96	\$	365	\$ 450	\$	565	\$	588	\$	1,075



Fabric Fold -FF						
	12"	15"H	18"H	23.5"H	30"H	
23.5	\$ 191	\$ 216	\$ 242	\$ 291	\$	434
24	\$ 192	\$ 241	\$ 242	\$ 291	\$	434
30	\$ 240	\$ 271	\$ 302	\$ 364	\$	542
36	\$ 288	\$ 325	\$ 362	\$ 436	\$	650
42	\$ 336	\$ 379	\$ 423	\$ 509	\$	758
48	\$ 384	\$ 434	\$ 483	\$ 581	\$	867
54	\$ 432	\$ 488	\$ 543	\$ 654	\$	975
60	\$ 480	\$ 542	\$ 603	\$ 727	\$	1,083
66	\$ 528	\$ 596	\$ 664	\$ 799	\$	1,191
72	\$ 576	\$ 650	\$ 724	\$ 872	\$	1,300
84	\$ 672	\$ 758	\$ 845	\$ 1,017	\$	1,516
96	\$ 768	\$ 867	\$ 965	\$ 1,162	\$	1,733



PRAVATA ACOUSTIC PANEL COLOR RANGE



Pravata Acoustic Panels is the perfect solution where acoustic performance and aesthetics are required.

Use the panels as is, cut to size or get us to fabricate into a wide range of standard or custom wall, ceiling, screen and desk options.

- 0.45-0.95 NRC(Noise Reduction Coefficient)
- 2800mm (110") long panels for joint-free floor to ceiling applications
- · Broad range of neutral and bright colours
- Suitable for multiple applications walls, ceilings, screens, partitions, millwork
- Color uniform through entire thickness
- Tackable (not self healing)
- · Group 1 fire rated

COLOR OPTIONS:



COLOR OPTIONS: PET LARGER SAMPLES







Fabric Divider Screen Finishes

Standard Fabric Offerings



Standard Fabric Offerings



Grotto 2829



Dove Gray 2689



Sandy Pebble 2554



Capri 2831



Gray Blue 2553



Beige 2687



Blue Smooth 2519



Cappucino 2832



Elephant 2690



Espresso 2833

Standard Fabric Offerings







Currant

2802



Chicory 1205

Carnelian

2803



Mink 2686

Plum

2801



Graphite 2375



Serengeti 1196