

Shade Credit Fund Form

You can easily redeem your shade credits. Just follow the steps below.

Step 1: Confirm your Shade Credit Fund Balance

Call Lutron's co-op coordinator at 610.282.6382 to confirm your shade credit balance. The co-op coordinator can also tell you if you have any outstanding quotes that also have shade credit applied.

Note: Only orders submitted via SCT are eligible for product credit.

Step 2: Create your shade and Submit via smart quote

- Enter your shade details into the Shade Configuration Tool.
- Type "Shade Credit Fund Pricing Needed; I wish to use \$xxx of Shade Credit" in the "notes" field
- Go to the "submit" tab and select "smart quote."

Note: All details need to be finalized prior to submission to Lutron.

Please do not include "TBD" items.

Step 3: Your Shade Credit Request is captured

The shades quote team will pass your quote to the co-op coordinator to confirm the shade credit balance.

If ample funds are available, the co-op coordinator approves the credit request and logs the amount along with the quote number.

If ample funds are not available, the co-op coordinator will contact you letting you know the discrepancy and determine how you want to proceed.

Step 4: Review / sign your quote

Lutron shading quotes will email you the quote with your credit applied for final review. No additional discounts need be applied.

Review the quote and sign/date the "accepted by" statement on the quote.

Step 5: Your Shade Credit is Applied

The shades quote team will pass your quote to the co-op coordinator to confirm the shade credit balance.

If ample funds are still available, the co-op coordinator approves the credit request and logs the amount along with the quote number, and your shades will be built and shipped to you.

If ample funds are no longer available, the co-op coordinator will contact you letting you know the discrepancy and determine how you want to proceed.