



P.O. Box 381 • Fort Deposit, AL 36032  
Phone: 1-800-523-3505 Fax 1-334-227-4294

# Delivery, Shipping & Handling

**\*\* IMPORTANT \*\***

*Please check your packing slip & shipment for accuracy before signing for receipt from carrier! We will not be responsible for shortages or damages after the driver leaves.*

## Residential & Commercial Deliveries

*We encourage you to use a local business address because....*

### INSIDE DELIVERY

If your order requires shipment by common carrier (truck lines) your group is responsible for bringing the product inside your facility. Common carrier delivery people will charge you. "**Inside delivery**" charge if you need them to carry the product into a business or residence. They may require payment or delivery. We cannot be responsible for these charges. We will need to bill you back for these additional charges if we are invoiced. **UPS will not bring your product inside.**

### RESIDENTIAL DELIVERY

**UPS** does not require you to be home for deliveries. They can leave your boxes by your front door without your signature of receipt. UPS **will not** call you in advance of your deliveries.

**Truck Lines** may charge for delivery to a residential address. We cannot guarantee this will not occur. We need to bill you back for these additional charges if we are invoiced. This could result in an extra fee.

PLEASE SEE REVERSE SIDE FOR IMPORTANT ORDERING INFORMATION.  
KEEP THIS FORM FOR YOUR RECORDS.

**\*\* NOTICE \*\***

Please check all cases upon delivery for any damages or shortages. The driver **MUST** note any loss or damages on the freight bill at the time of delivery. Please do not accept damaged product unless you intend to pay for them in full. When refusing all or part of a shipment, please notify us immediately by calling Toll Free 1-800-523-3505, 8:00 a.m. - 4:30 p.m. CST.

Send us a signed copy of the freight bill with the driver's signature. We will replace or refund as soon as we receive the signed freight bill. ***We will not be held responsible for shortages or damages once the driver leaves if not noted on the bill.***

***Please check your packing slip and shipment for accuracy before signing for receipt from the carrier!  
We will not be held responsible for shortages after the driver leaves.***