

RECEIVING INSTRUCTIONS PROTECT YOUR INTERESTS

IMPORTANT NOTICE TO CUSTOMER

The customer is responsible for informing the appropriate persons, including any third party, of these receiving instructions. The appropriate persons are those responsible for safely and correctly receiving shipments from our company.

IMPORTANT NOTICE TO RECEIVER

The receiver is responsible for safely and correctly receiving shipments. Shipments are carefully packed and released in perfect condition. If the receiver signs the receiving paperwork (carrier's delivery receipt) to accept a shipment without correctly following our receiving instructions, they do so at their own risk.

All claims for loss, shortage, or damage on shipments sent fob origin must be made against the carrier directly by the receiver or customer. Contact Precision Glass Bending regarding claims against a carrier for loss, damage, or shortage on shipments sent fob destination. Delivery charges on shipments sent fob destination include shipping, insurance, and logistics. However, an insurance claim for damage or shortage filed against a carrier on an incorrectly received shipment is rarely successful. Under no circumstances will Precision Glass Bending accept responsibility for any shortage or damage on incorrectly received shipments.

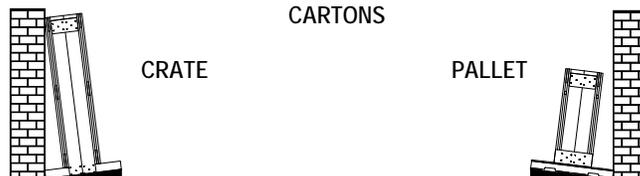
Complete the steps for PROPER INSPECTION and make any required notations BEFORE ACCEPTING this shipment. To be considered valid, any and all notations must appear on every copy of the receiving paperwork (carrier's delivery receipt) and be signed by the releasing agent (carrier's driver) and initialed by the receiver. If the shipment is refused, do NOT sign the receiving paperwork (carrier's delivery receipt). The shipment is considered ACCEPTED IN PERFECT CONDITION, except for any valid notations resulting from a proper inspection, when the receiver signs the receiving paperwork (carrier's delivery receipt). If you have any questions or concerns regarding receiving, including safe unpacking, please contact Precision Glass Bending.

STEPS FOR PROPER INSPECTION

- 1) Inspect the outside of every carton in shipment for mishandling. Make notations of any damage to the packaging. Examples of damage include punctures, crushes, scrapes, broken boards, & other visible damage.
- 2) Inspect the 'Tip-n-Tell' indicator located on the side of every carton in the shipment. Make notations of any indicator that has been removed or shows blue or red indicating a carton has been incorrectly tipped over.
- 3) In rare cases of total loss or a safety hazard, the receiver may refuse the entire shipment. In such a case, do not unpack the glass and conclude the inspection with a notation of the date and the specific reason for refusal. The receiver may incur extra costs if any undamaged content not presenting a safety hazard is refused.
- 4) Safely unpack and inspect the contents of every carton in the shipment. A claim for concealed damage filed against a carrier after signed acceptance is rarely successful. Make notations of any shortage (the absence of content listed on the shipment packing list) or damage including breakage, cracks, fractures, chipped edges, deep scratches or scuffs. To be considered valid, these notations must reference the quantity, identity and damage or shortage specifics of all affected content.

SAFE UNPACKING

Always inspect glass for damage before handling. Use safety and health practices appropriate for glass including proper personal protective equipment for the hands, feet, head, and eyes. Damaged glass presenting a hazard must be safely discarded. Every carton is marked with a warning tag indicating the appropriate side from which to open the carton. If the tag is missing at time of receiving, please contact Precision Glass Bending for assistance in identifying the appropriate side for opening.



Before opening, always lean carton against a wall or other solid support to prevent glass falling forward. Support raised carton bottom with wooden blocks or wedges. Failure to observe these precautions may result in glass falling forward, which can cause severe injury. Cartons must be blocked or wedged before carefully removing indicated side and any bracing boards to access glass.

GLASS CARE INSTRUCTIONS

Important information on the storage, handling, installation, cleaning, and maintenance of glass is provided in our glass care instructions, available from our website or by written request. Additional information and appropriate safety & health practices for glass as promulgated by the industry are available from professional associations such as GANA Glass Association of North America.