

 JOB‐SITE DELIVERY FORM - WOODLAND

 **PHONE: 800.759.6019 FAX: 800.364.9609**

 To schedule a job site delivery please complete ALL information requested on this form. Fax or email the completed form,

 along with a legible map. **\*\*\*NO PRODUCTION WILL BEGIN UNTIL THIS FORM IS COMPLETED AND ACCEPTED BY METAL**

 **SALES, WITH A MAP INCLUDED\*\*\***

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| --- | --- | --- | --- |
| **MSMC CONTACT:** |  | **MSMC ORDER#:** |  |
|  **SOLD TO:** |  |  **JOB NAME/ PURCHASE**  **ORDER:** |  |
|  **DELIVER TO:** |  |  **ONSITE CONTACT NAME:** |  |
|  **DELIVERY ADDRESS:** |  |  **PHONE #:** |  |
|  |  | **SECONDARY CONTACT:** |  |
| **CITY/STATE/ZIP:** |  | **PHONE #:** |  |
|  **SPECIAL INSTRUCTONS (gate code, delivery location, receiving times, appt. required?, etc.):** |

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| --- | --- | --- |
| **PLEASE INITIAL EACH OF THE FOLLOWING STATEMENTS IN THE SPACE PROVIDED**  |  **CIRCLE** |  **INITIAL** |
| 1. I will need MSMC Boom *(The boom will only unload material from the MSMC trucks to the ground. It may not be used to mover or unload any other material or truck.* ***MSMC WILL NOT PROVIDE ROOF DELIVERY.)*** |  YES / NO |  |
| 2. I will have proper equipment (forklift(s) and personnel, cranes, spreader bars) available at the jobsite to unload the truck. It is recommended that product over 25’ be handled with two fork-lifts or a crane with an adequate spreader bar. |  YES / NO |  |
| 3. I agree to pay the fees for jobsite delivery service as quoted or in‐effect at the time the order is processed. |  |
| 4. I will be present or have my representative present at the time of delivery to sign for material. |  |
| 5. I have verified that the jobsite will allow access for a 70 ft., 80,000 lb. tractor-trailer unit. Access means the truck and trailer can safely enter, turn around, and exit the site.  |  |
|  6. Due to circumstances including but limited to equipment breakdowns, traffic delays, and weather, Job site customers should allow a four-hour window for arrival of their material from the scheduled time. Customers should take this into account when scheduling their equipment for the truck. A call will be given to the listed contact of an ETA on the day of delivery. MSMC will not be held responsible for delays. |  |
| 7. I understand that the delivery driver has authority to refuse a job‐site delivery if the Information I provide is inaccurate or for safety and/or other legitimate reasons. The driver will make the final decision as to the safety and accessibility at time of delivery.  |  |
| 8. Delivery fees are non‐refundable, if you provide inaccurate information that causes the job‐site delivery to be aborted, or if the job‐site conditions have changed such that delivery cannot be safely accomplished. Delay fees of $100/hour (prorated) may be assessed. Any unload time excess of 1 hr may be billed $75/hour. |  |

Signing below releases Metal Sales from any liability to the Customer in connection with offloading and requires the Customer to indemnify and hold harmless Metal Sales in any action brought by an employee or agent of Customer against Metal Sales in connection with product delivery and unloading.

**CUSTOMER SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**