

RESIDENTIAL/COMMERCIAL JOBSITE/MOFFETT DELIVERY FORM

To schedule jobsite (delivery and/or Moffett service please complete ALL information requested on this form. Fax or email the completed form along with written directions in the customer's own words (DO NOT send computer generated directions. They do not advise us of road restrictions for tractor-trailers) and a legible map to the Mocksville branch at 800-228-7916 or mockorders@metalsales.us.com. Your order will then be scheduled for production and delivery after the information you provide has been verified by our transportation department. Please call the branch with any questions: 800-228-6119

Customer P.O. # and/or Job Name: _____

MSMC order #: _____ Deliver Week Of: _____

Sold to: _____ Deliver to: _____

Address _____ Address _____

City/St/Zip _____ City/St/Zip _____

Contact _____ Contact _____

Phone # _____ Phone # _____

PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS AND INITIAL IN THE SPACE PROVIDED!

| | YES | NO | INITIAL |
|---|-----|----|---------|
| 1. I am requesting job-site delivery for the above order. | | | |
| 2. I agree to pay the fees for job-site delivery service as quoted or in effect at the time the order is processed. | | | |
| 3. I <u>WILL</u> be present or have my representative present at the time of delivery. | | | |
| 4. I <u>WILL</u> have manpower or equipment available at the jobsite to unload the truck. It is recommended that product over 20' be handled with two forklifts or a crane with an adequate spreader bar. When unloading crates 30' or more a 2 nd forklift is required. | | | |
| 5. The jobsite has been verified by me to allow access for an 85-foot, 80,000-pound tractor trailer. | | | |
| 6. The job-site and local delivery area has been verified by me to have a minimum overhead clearance of 13' 6". | | | |
| 7. The delivery location <u>IS NOT</u> on a single lane dirt or gravel road and/or <u>DOES NOT</u> require crossing a wooden bridge. | | | |
| 8. The delivery location is on a "through street" or has adequate space to allow the above mentioned tractor trailer to turn around. | | | |
| 9. I understand that curb-side deliveries cannot be made without proper safeguards *** and a minimum road width of 22'. | | | |
| 10. 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. | | | |

PLEASE ANSWER THE FOLLOWING QUESTIONS IF YOU NEED TO REQUEST THE MOFFETT SERVICE!

| | YES | NO | INITIAL |
|--|-----|----|---------|
| 1. I am requesting Moffett delivery service along with this delivery. | | | |
| 2. I agree to pay the fees for boom delivery service as quoted or in effect at the time the order is processed. | | | |
| 3. I understand that Moffett's are only used to lower product to the ground. MSMC <u>WILL NOT</u> Off load material onto a roof or structure or roof rack on a truck. | | | |
| 4. I have verified the grade of the delivery area <u>IS NOT</u> more than 5 degrees. | | | |
| 5. I understand that low hanging wires and/or trees may prevent boom use. | | | |
| 6. I <u>WILL</u> assist or have my representative assist with unloading the material and I understand the specifications & requirements outlined above in both sections. | | | |

- (1) Curbside deliveries made from a public road or highway will be prohibited unless the roadway is officially blocked or barricaded from all directions by local law enforcement or other traffic officials. It is your responsibility to make these arrangements.
- (2) Any area where we would be blocking both lanes of thru traffic during offloading.
- (3) Urban areas not feasible for movement of truck or Moffett without damage of property

- (4) Delivery fees are non-refundable if you provide inaccurate information that causes the job-site delivery to be aborted. Delay fee \$100/hour (prorated).

Alternate Jobsite location requirements

- (5) It is the Customers responsibility to get permission for offloading to take place at the parking lot. (ex. **Schools, School bus parking areas, Churches, Hospitals, Medical offices, other private parking areas or lots, smaller shops, or mini malls**)
 - a. We will also require the Customer to provide contact Name and who they got permission from including contact number for follow up to ensure our drivers do not get in any trouble.
- (6) We will require a description of equipment we will be offloading on to. If they do not have an “easy load” such as a trailer with no side. If they do not have this equipment, we will offload onto the ground and the Customer will need help to move the material to their equipment as our drivers are not allowed to hand load material.
 - I would remind the end user to take all the proper safety measures while handling our material as the metal is sharp and they could get injured.

CUSTOMER SIGNATURE: _____

MSMC APPROVAL: _____