



# E-ZEE SET WOOD PRODUCTS, INC.

21650 COOLIDGE  
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## GENERAL POLICIES AND INFORMATION

The following conditions and terms of sale hereby become a necessary part of all orders received, acknowledged, and shipped by E-Zee Set Wood Products.

**ORDERING:** Customers are encouraged to place orders via FAX. **WE WILL NOT BE RESPONSIBLE FOR ERRORS IN ORDERS PLACED VERBALLY.**

Doorlite Glass Thickness	Glass Size	Hole Size/ Door Cut Out	Visible Glass	Outside Measurement
1/8" – 1/4"	Order Size	Order Plus 1"	Order Minus 3/4"	Order plus 1 7/16"
1/2"	Order Size	Order Plus 1"	Order Minus 1"	Order plus 1 7/16"
5/8" – 1"	Order Size	Order Plus 1"	Order Minus 1 3/8"	Order plus 1 7/16"
Flush Mldg #300	Order Minus 1/8"	Order Size	Order Minus 1 1/4"	-----
Flush Mldg #310	Order Minus 1/8"	Order Size	Order Minus 2 3/8"	-----

### WOOD AND SCREWS:

DOORLITES AND LOUVER INSERTS -- Standard species are Alder/Beech, Red Oak, and Hard Maple. Other species are available on special order. Phillips head screws are provided with all doorlites and louver inserts.

### RETURNS AND CANCELLATIONS (Doorlites and Louvers):

Doorlites and louvers are non-stock and are not cancelable once production has started. **Returns will not be accepted.**

**GLASS:** All glass used in doors and doorlites complies with Federal Law 16 CFR 1201 and ANSI Z-97.1.1975. Standard glass in all doorlites is 1/8" clear tempered unless otherwise noted. Other glass types are available. Call for quote.

**NOTE:** 4" x 4" Lites may contain 1/4" clear laminated glass at E-Zee Set's option.

**OPEN LITES:** E-Zee Set Wood Products will not knowingly sell open doorlites in violation of safety glazing laws or regulations. It is the customer's responsibility to insure that any open doors or doorlites purchased are glazed with certified safety glazing materials. ALL doorlites MUST be safety glazed.

**UPS:** A \$10.00 net per box packaging charge plus UPS charges will be added to all UPS shipments. All claims MUST be made within 3 days of receiving order.

**DELIVERY:** All shipments are made by common carrier. Orders are shipped freight pre-paid with freight charges added to invoice. Free freight on orders over 500 pounds net.

**CLAIMS: PURCHASER IS RESPONSIBLE FOR FILING CLAIMS WITH CARRIER FOR LOSS OR BREAKAGE IN TRANSIT, INCLUDING CONCEALED DAMAGE.** Please inspect each shipment at time of arrival and have carrier make an inspection report on any damaged merchandise. **All claims MUST be made within 3 days of receiving order.** We will not be responsible for damage reported at a later date.

**TERMS:** NET 10th of month for approved accounts. Prices FOB our plant. All invoices not paid by end of month past due date are subject to a 1 1/2% per month service charge (18% annual) until paid. No shipments to accounts 30 days past due.

**FINISHING:** Unless otherwise noted, all items are shipped unfinished and must be painted, stained, etc., by customer.

All pricing, terms, conditions, and specifications are for informative purposes only and are subject to change without notice.