

EDC

Receiving Guidelines

All cabinet sides must be observed (a quick glance) as they as they become visible while unloading.

All damages observed must immediately have picture taken and written on box as "Damage Reported" or "No damage" (for Box Holes tape over when no damage present), legible, initials & date.

Were cabinets handled with care and set down squarely on edges, NOT **any single corners? Corners Corners Corners**

Was all cabinet handling performed quietly without hearing any cabinets "Hitting" the floor?
(This could be from drops or lowering a hand truck too rapidly)

Were all cabinets carefully engaged onto hand truck?

Were all Large cabinets lifted, lowered and carried by two people when needed?

Was all stacking only on a solid pallet ~ Not Broken?