

SCHEDULING

ORGANIZATION OF RUN

Once your components have been made, scheduling will take your order and find other orders in your area to maximize their time and efficiency.

FINAL CONFIRMATION:

Once the run is assembled, the manufacturer will contact each of the customers to confirm their respective orders. They will cover:

- **Building Specs** – confirming correct dimensions, components, & colors. **It is your responsibility to confirm all aspects of the contract and ensure that you understand what you will receive with your install.**
- **Balance Due** – confirming the price due at time of installation and type of payment accepted (this is construction).
For buildings \$7,500 or more, all manufacturers will require up to 50% of the balance due at the time of scheduling

ISSUES THAT CAN CAUSE A RESCHEDULE:



Inclement Weather: Unsuitable weather in your area or weather in another area that the crew would have to travel through to get to your install site.



Mechanical Issues: malfunctions with installation trucks or trailers.



Failed Installation Prep: A customer not being ready for install (due to site issues or unavailability) that breaks apart the run.



Crew Shortage: installers that have personal emergencies or physical injury that could leave a crew shorthanded.