



## RECEIVING AND HANDLING

Congratulations on your new Green Leaf bamboo door! We take pride in our craftsmanship and providing a durable and quality built door. Proper care while receiving, handling, installing and finishing your door will guarantee a door that will last for ages. Please read and follow these instructions for proper care.

### Receiving

1. Upon receipt of shipment of doors, inspect each door for any visible defects. Contact your retail vendor immediately if you find the doors to have been damaged. You must notify the trucker before he leaves the load and take note.
2. Doors should be stored flat on a level surface in a dry, well-ventilated building. The shipping crate that the doors arrived in is a great, well-protected storage choice. Make sure it is laying flat and not subject to moisture or excessive heat. F stickers are required to use four per door, (five on 8 ft. doors) stacking sticker location directly above one another between doors.
3. Cover doors to keep clean and avoid discoloration with an opaque covering which does not allow light to penetrate. Covering must allow air circulation.
4. Never stack on top of door container used for shipping.
5. Doors should not be subject to: abnormal heat, extreme dryness, humid conditions, or sudden changes therein. They should be conditioned to average prevailing relative humidity of the locality before hanging. Relative humidity should not be less than 30% and not exceed 60%.
6. Handle with clean gloves and do not drag doors across one another or across other surfaces.
7. If the doors are to be stored on the job site, all surfaces including ends and edges must be sealed with an effective quality oil-base sealer in order to prevent undue moisture absorption.
8. Never walk on any door units. Some units contain glass.
9. Drywall mud and other wall coverings that require water may cause the doors to take on excessive moisture and cause warp. Doors must be removed from the jobsite when work of this type is under process.

### How to Make a Claim

If the doors are discovered to be defective or fails to conform to this written warranty, the purchaser must immediately send a notice in writing with pictures to the dealer or distributor from whom the door was purchased. The dealer will provide a warranty claim form to be filled out by the purchaser and returned to Green Leaf Doors.