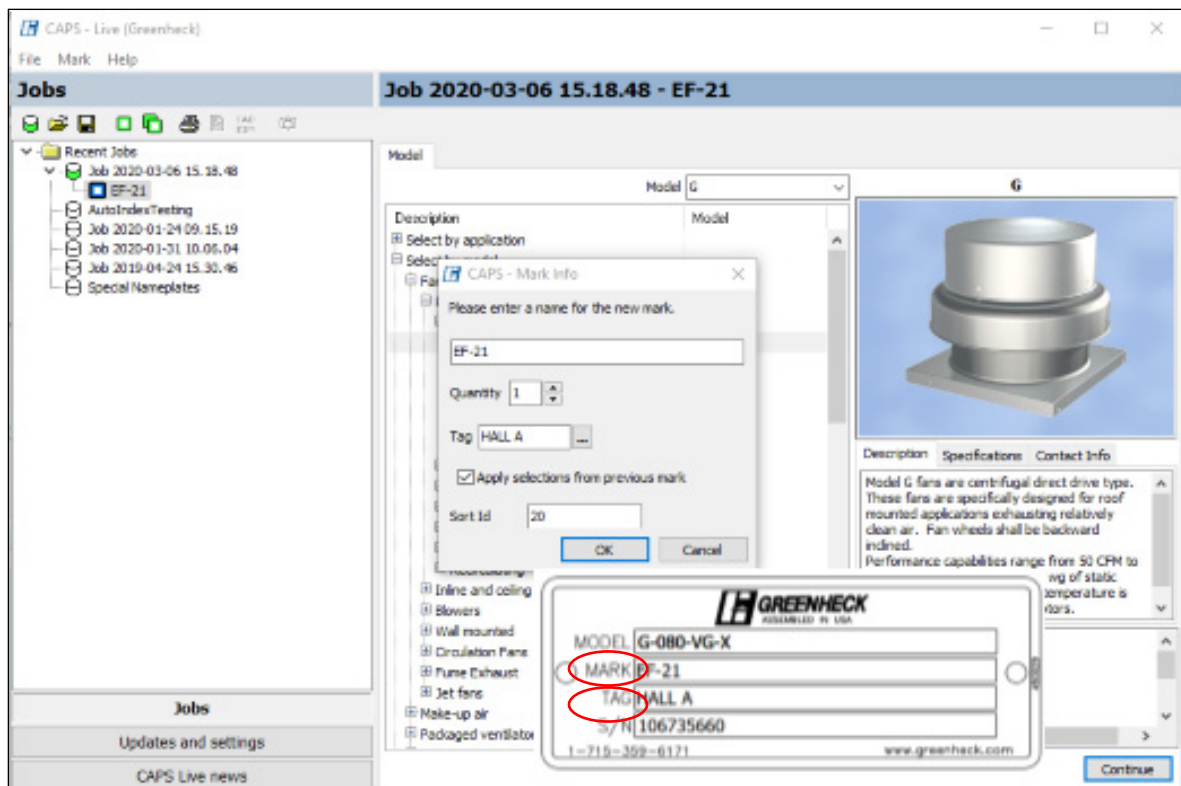


Bulletin: 49-20

TO: All Greenheck Representatives
FROM: Sue Wirkus, Manager, Customer Care
DATE: October 16, 2020
SUBJECT: Product Nameplate Enhancements




To improve your customer's experience and job coordination, we have made some enhancements to our nameplates and packing lists to include both the mark and the tag. Historically, if you enter information in CAPS® for both the mark and the tag fields, the actual "Tag" value was appearing in the Mark field on the nameplate. If the "Tag" value was left blank, the "Mark" value auto populated to the tag field on the nameplates. Now the information will be reflected correctly on the nameplate based on the information that is entered into each field in CAPS and if the specific field is left blank it will appear blank on the unit tag.



These enhancements will be also be included on our packing list, invoice, and other documentation – including exports.

Below is an example of the new packing list displaying the mark and tag fields.

Outbound Delivery #83688451	PACKING LIST	Page 1 of 1
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SHIP TO:
 ELITE MECHANICAL
 JAMES SOLLIDAY
 8804 GROW DRIVE
 PENSACOLA FL 32514
 USA

4545 Alderson Street
 SCHOFIELD WI
 54476
 USA
 PH#715-359-6171

SALES ORDER# 8364308
SALES OFFICE: 676-AIR TECH OF PENSACOLA INC
AGENT ORDER# 200929TB625
CUSTOMER PO#
JOB NAME: SSH MAIN HOSPITAL


OUTBOUND DELV# 83688451
CARRIER: SE POOL - SOUTHEASTERN F
PRO# 250432404
SHIP DATE: 10/13/2020
INCOTERMS: P PENSACOLA FL

TAGGING INSTR: SHH MAIN HOSPITAL

SHIPPING INSTRUCTIONS:

QTY	ITEM#	MODEL / DESCRIPTION	MARK	TAG	PACKAGE
2	000040	GPI-15-G12 PREFAB CURB	DR85H DR85H	DR85H-1 DR85H-2	CTN 52
1	000020	G-163-VG-10-X G-163 CENTR ROOF EXH FAN	DR85H	DR85H-1	1019457343 CTN 122 LB
1	000020	G-163-VG-10-X G-163 CENTR ROOF EXH FAN	DR85H	DR85H-2	1019457344 CTN 122 LB
2	000030	WD100-16X16 DMPR	DR85H DR85H	DR85H-1 DR85H-2	1019457346 CTN 12 LB
TOTALS					Package QTY: 5 308 LB

Invoices: If there is no mark or tag entered in CAPS when the order is submitted, and the product is not serialized nothing will be displayed in these fields.

		REMIT TO: GREENHECK FAN CORPORATION PO BOX 88145 MILWAUKEE, WI 53288-8145 PHONE: 715-359-6171 www.greenheck.com FAX: 715-355-6410		INVOICE INV.NO: 93812785 Page: 1 of 1 REPRINT	
SOLD BY: AIR TECH OF PENSACOLA INC 2317 TOWN ST PENSACOLA FL 32523		SHIP TO: ELITE MECHANICAL c/o JAMES SOLLIDAY 8804 GROW DRIVE PENSACOLA FL 32514		SALES ORDER: 8364308 BILLING DATE: 10/13/2020 CUSTOMER PO#: BILL TO ACCT#: 676 PAYER: 676 ORDER DATE: 09/29/2020 SALES OFFICE: AIR TECH OF PENZA SALESPERSON: Zac Preston AGENT ORDER#: 200929TB625	
BILL TO: AIR TECH OF PENSACOLA INC 2317 TOWN ST PENSACOLA FL 32523				SHIP DATE: 10/13/2020 CARRIER: SE POOL - SOUT PRO#: 250432404 INCOTERMS: Prepaid PENSACOLA FL	

TERMS: Net 30	Net Merchandise USD 3,054.14	Taxes USD 0.00	Invoice Amount US Dollar USD 3,054.14
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JOB NAME: SSH MAIN HOSPITAL

Billing Notes:							
QUANTITY		MATERIAL DESCRIPTION		MATERIAL MODEL DESCRIPTION		UNIT LIST PRICE	EXTENDED AMOUNT
<u>Ordered</u>	<u>B/O</u>	<u>Shipped</u>					
2.000	0.000	2.000	G-163	G-163 CENTR ROOF EXH FAN G-163-VG-10-X			2801.91
<u>Mark</u>				<u>Tag</u>			<u>Serial#</u>
DR85H				DR85H-1			16738124
DR85H				DR85H-2			16738125
2.000	0.000	2.000	WD100-16X16	DMPR WD100-16X16			115.05
<u>Mark</u>				<u>Tag</u>			<u>Serial#</u>
DR85H				DR85H-2			
DR85H				DR85H-1			
2.000	0.000	2.000	GPI-15-G12	PREFAB CURB GPI-15-G12			137.18
<u>Mark</u>				<u>Tag</u>			<u>Serial#</u>
DR85H				DR85H-2			
DR85H				DR85H-1			

Please contact the customer care team at (800) 333-8867 with questions regarding the nameplate improvement.