



## FLORENCE 4C MAILBOX QUOTATION TERMS

- **YOU MUST SPECIFY LIFT GATE TRUCK DELIVERY AT THE TIME THE ORDER IS PLACED.** If lift gate delivery is requested after the factory has received the order there will be an additional charge even if the order meets factory prepaid freight requirements.
- **USPS Approved 4C Series, Front Loading Horizontal Mailboxes, Recessed Mounted - USPS Serviced. Powder Coat Finish (choose from 8 standard color options- Pebble Texture). USPS L-1172C, PSIN 0910 Cam Locks w/3 keys. Silver adhesive decals with black characters (up to 5 characters) OR Engraved door Front (up to 12 characters) for door identification. Integral Trim. Multi-Unit Connector Kit. Unmatched 5-year product limited factory warranty.**
- Price good for 60 days from quotation date
- Engraved font will be Auth-Florence Standard – US BLOCK – unless otherwise specified.
- When engraving is required White or Black fill is NOT INCLUDED unless specifically listed above with the mailbox units. White or Black engraved fill is an upcharge. If white or black filled engraving is required and is not listed above we will revise the quotation to include it upon notification.
- **PLEASE CAREFULLY EXAMINE MAILBOX UNITS IMMEDIATELY UPON RECEIPT. THE BILLOF LADING MUST BE MARKED "DAMAGE" AND THE DAMAGE MUST BE REPORTED IMMEDIATELY TO BERG TO HAVE AN OPPORTUNITY TO REQUEST A FREIGHT CLAIM FOR DAMAGE.**
- We are excluding electronic and other package handling equipment, shelving, etc.
- Customer is responsible for removing and marking the tenant keys to each box and for submitting the marked keys and key schedule to the Owner.
- Because project shop drawings are often done during the quotation phase and the submittal phase of the project may be months to years later it is the customer's responsibility to confirm that the mailbox configurations, finish and font selections as well as pricing has not changed prior to submitting for approval.
- All STD-4C compliant mailboxes must meet the US Postal Service's design and installation regulation in order to receive the "USPS Approved" designation. Accessibility regulations may vary locally and regionally. Therefore, customer must always consult local building codes for applicable accessibility requirements related to this mailbox project.
- ADA installation requirements are: If your installation contains any tenant compartments in the bottom row, the minimum height from the floor is 28". If your installation contains no tenant compartments in the bottom row, you have the option to install at a minimum of 15" from the floor. Tenant box locks must be no higher than 48" above the finished floor. It is the customer's responsibility to ensure that ADA requirements for this specific project are met or deviations approved.
- USPS installation specifications are: At least one customer compartment is to be positioned less than 48" from the finished floor. No parcel locker compartment (interior bottom shelf) shall be positioned less than 15" AFF. No tenant lock shall be located more than 67" AFF. No customer compartment (interior bottom shelf) shall be positioned less than 28" AFF. The USPS Arrow lock shall be located between 36" and 48" AFF. It is the customer's responsibility to ensure that USPS requirements for this specific project are met or deviations approved.
- This quote is for products listed above and as shown in the attached shop drawing submittals
- Quotation has been provided using the specified product or closest available product to that specified. All product detail is shown in the quotation or in the associated drawing(s). No assumptions should be made to the inclusion of features or product if not listed in this document.
- Price excludes framing, installation, taxes and USPS approval and interface to obtain USPS master cylinder. Customer to obtain local USPS approval of the mailbox layout and numbering prior to placing order.
- Price does not include USPS master cylinders.
- Quoted pricing is good for orders placed within 60 days from the quotation date.
- Customer is responsible to note the inside of the tenant boxes with the apartment unit number.
- Customer is responsible to note which keys go to which tenant box as they mailboxes are unpacked and installed.

- It is the customer's responsibility to ensure that the mailboxes quoted and supplied meet project plan, specification, code, and jobsite conditions and requirements.
- Product is special order and cannot be returned except with manufacturer's specific approval and terms.
- Berg cannot be held liable for lead time for manufacture or delivery or for interpretation of plans and specifications, or for any issues arising from the product selection or installation.
- Lead times are fluctuating. Please verify estimated lead time when the order is placed for fabrication.
- Berg's standard credit account and invoice terms apply and are available upon request
- Once ordered mailboxes cannot be cancelled without manufacturer's approval. Customer may be responsible to pay entire or partial cost of order regardless of whether or not delivery is taken.
- Mailboxes manufactured by Auth-Florence
- We are quoting Florence standard product configuration, finish availability and warranty available on the quotation date. This may change if there have been factory changes at the time of order placement.
- Only manufacturer's standard warranty and guarantees apply.
- Quantities and descriptions are not guaranteed to agree with plans and specifications. Please compare them with actual requirements to avoid errors.
- Adhesive decal numbers and engraved numbers are provided at no extra charge. White or black fill in the engraved numbers is not included and is an upcharge.
- YOU MUST SPECIFY WHETHER ENGRAVED NUMBERS (up to 6 characters) OR ADHESIVE DECALS (up to 5 characters) ARE REQUIRED.
- YOU MUST SPECIFY THE COLOR SELECTION. PLEASE SEE THE ATTACHED COLOR SELECTION CHART 4C MAILBOX COLUMN SELECTIONS.
- When submitting order please submit approved shop drawings that include: (1) the numbering on each tenant box and the numbering on each parcel box on the shop drawings, (2) whether engraved or adhesive decal numbering is required, and (3) the color selection. Please note that sequential numbering (rather than assigning mailbox IDs that match apartment or house numbers) of mailbox compartments may allow greater flexibility in providing accessible mailbox compartments that meet accessibility regulations applicable to your project. Sequential numbering of mailbox compartments also provides greater security and privacy for residents.
- Price is based on manufacturer's standard products and fasteners as listed in their standard product literature, which is readily available.
- THIS IS A MATERIAL ONLY QUOTATION. INSTALLATION AND TAXES ARE NOT INCLUDED.
- Installation, fasteners, pad, framing and shelter are excluded.