



Returning Manual Reels Policy

Due to past research, we have made changes to our reel return policy as follows...

1. Place reels in original box.
2. Stack the boxes 24 total per skid (4 per layer x 6 high as shown below) and stretch wrap whole pallet.
3. Do not band or package the reels in a way that would damage them.
4. Send a minimum of 8 pallets at a time.

When the reels are packaged and ready for pickup:

1. Fax attached form to the attention of "ET Shipping Department" (fax number 740.439.0121).
2. Have the following information ready:
 - Exact weight
 - Number of pallets

The shipping department will send a confirmation fax informing your company of a pickup date.

