



**TO: ALL BUILDERS**  
**RE: DELIVERY OF MODULAR UNITS**

At Structural Modulars, Inc., we strive to accommodate our builders in every way possible when delivering their units. In order to do this, cooperation from the builder is imperative. Situations may arise that could affect your costs. We want to emphasize the following:

It is crucial that the builder be there at the time of delivery to accept the units. When situations arise, such as the inability to get the units on the job site, the builder needs to make the decision for an alternate location for the units. This should, as a rule, be contemplated prior to delivery, but we realize that this situation cannot always be predicted, thus the need to have the builder present.

Our "Policies and Procedures" state that delivery is to the hard surface road. Putting the units on the job site is the builder's responsibility. While we are willing to help in any way possible, you must be aware that any damage that occurs to the unit while putting it on the job site is the builder's responsibility. When contracted trucking firms are used additional monies are charged for deliveries that take additional time and effort. Your decision to request the truck driver to put the units on the site could incur additional charges that will be billed to you.

**The use of a truck on the day of your set is not included in the delivery.** If you need a truck on the day of the set, you must notify SMI prior to the date so that arrangements can be made. **There will be a charge of \$75/hr. for the use of the truck and driver.** In cases where the units were delivered to a separate location and need final delivery to the site the day of the set, permits for transporting the units over the road may be needed. If delivery to the site is beyond the expiration of the permit, a new permit will be required. These costs would be the builder's responsibility.

Forethought and planning for the delivery of your units can alleviate problems and costs that may occur unexpectedly.