

# Schroeder Industries Policy for Expedited Shipments

## Effective: June 1, 2015

### Policy

Schroeder Industries' policy is to service our customers with on-time deliveries. Our lead times are established keeping the needs of our distributors and our customers as a prime objective. Schroeder Industries realizes rush orders and expediting are required occasionally to service our customers. Our goal is to balance the requirement to maintain on-time scheduled deliveries, versus the rush or expedited shipment, and also ensure that our distributors are maintaining adequate inventory to properly service our mutual customers.

- Rush orders and expedite requests will always be reviewed and considered. Shipments will be made based on availability of product and production capacity.
- Same-day shipment of product (outside of the Best Filter Delivery program) will be made only in extreme emergencies. If same-day shipment is required and can be accomplished a 20% maximum discount will be allowed on Schedule B items.
- Same day shipments of BestFit® elements will be made at the standard 45% discount.
- All expediting should be requested with the required detail and we ask that the requests are made to the Customer Service Representative III, via telephone, fax or e-mail. To have a thorough understanding of the customer's urgent needs, we ask that all pertinent details, including full model code, quantity required, customer, date needed, and reason, be communicated to our Customer Service representative III.

Expedited orders should be shipped using a priority shipping method.

The standard lead times for Schroeder products are posted on our web site at

<http://www.schroederindustries.com/Downloads/DistributorResources/default.aspx>

Any product expedited for shipment in less than our standard lead time will result in a reduction of 11 points from the standard discount percentage.

**Schroeder**  
**INDUSTRIES**

Advanced Fluid Conditioning Solutions®

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