

Lifetouch Preschool PIP Packaging and Delivery Instructions

Please deliver to the following location:

Lifetouch Preschool shipping location:

Attn: Brent Case
Lifetouch
1371 St. Route 598
Galion, OH 44833
Ph. #419-462-4453

Delivery should be 3 weeks prior to insertion start date.

Delivery Format Requirements:

Product / materials must arrive in cartons

If materials arrive on pallets, an ID label should be affixed to all 4 sides of each pallet, containing the following information:

Advertiser Name
Part number (Lifetouch will provide)
Number of pieces / carton
Total number of cartons on pallet
Total number of pieces on pallet

A master packing slip **MUST** accompany each delivery, which shall display the supplier PO number, the total number of pallets, the total number of cartons, and the total number of Product.

Carton Labeling:

Cartons must be labeled: "LIFETOUCH Preschool PIP", "ADVERTISER NAME", "QTY PER CARTON", "MONTHS OF INSERTION", "PART NUMBER"

A sample of the carton contents must be affixed to each carton.