

# Freight Policy



## Ergonomic Product Orders:

- \$150 list or more ship freight free.
- \$10 shipping and handling charge applies to orders less than \$150 list.

## NewHeights™ / R-Style™ Furniture Orders:



- \$5,000 list or more ship freight free.
- \$100 shipping and handling charge applies to orders between \$150 and \$5,000 list.
- \$10 shipping and handling charge applies to orders less than \$150 list.
- \$50 freight charge for **one** Wire Management Box (XWMB36, XWMB48, XWMB60, XWMB72), Joey Pedestal (XPES310BF), or Student Flip Desk (FS2430HBP ) if ordered separately.
- Products are shipped prepaid and are shipped in the most direct and economical manner.
- Please be sure to provide complete and accurate street address including telephone number. We cannot ship any items to a P.O. Box. If the address is incomplete or incorrect, it may delay delivery of your order.
- Freight policy applies to dock-to-dock business addresses in the continental U.S.
- Please indicate any additional services required at the time the order is placed. Additional charges will apply, see below:

## Special Services:

Call Before Delivery .....	NC
Residential .....	\$60
Lift Gate* .....	\$75
Inside Delivery .....	Call for Quote
Limited Access** .....	\$75
FedEx Ground Residential .....	\$10

\* Lift gate is required if recipient does not have a means to move the shipment off the truck to ground level, such as a fork lift.

\*\* Confined area where a tractor trailer cannot maneuver or there is a restriction, secure area such as school, military base, etc.

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## RightAngle Products™ Commitment to the Environment

As we strive to produce the highest quality and affordable products for our customers, we are committed to using the most environmentally responsible manufacturing practices currently available.

### Purchasing:

- Purchase recycled steel which contains 50% or more.
- Purchase recycled corrugated.
- Our work surfaces are LEED and CARB Certified.
- To reduce the amount of emissions due to shipping, we use vendors who are local or geographically close.

### Production:

- Our company has invested in Wisconsin's Focus on Energy Program (Clean Corporate Citizen Program) by replacing all existing lighting throughout the entire plant with low energy lighting, which is further enhanced by motion sensors.
- Our plant creates no bio hazardous waste, nor emits toxic substances in any form.
- The powder coating used on all steel products is solvent free and during the application process, the air, which is released, is actually cleaner than it was before the process began.
- No VOC concerns with any product.
- We sell previously used items or items which may be categorized as 2nds due to minor flaws. Therefore, these products may be used/reused and are not sent to landfills.
- We recycle all scrap steel created during production.
- We recycle all corrugated deemed unusable or un-reusable.

### Recycling practices within the office:

- Reusing copier and fax paper to ensure that both sides are used before the paper is sent to be recycled off-site.
- Recycle cardboard, paper, aluminum and plastic products in all departments.
- We eliminate paper usage whenever possible by utilizing electronic means of communication. Examples are emailed invoicing / acknowledgements / letters, memos and notices to reps/dealers and Online AR/ AP banking.