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Dear Friend,

Welcome to our new 2011 catalog/price list. It is full of new items and the supplies and materials that you use everyday.

We are family. LeWinter Moulding is a 120 year old family business operated by fourth generation members with many years of experience. We are located in Pittsburgh Pennsylvania, ready to serve you wherever you are!

We take it personally. We know you and we know the industry. Our employees are full time professionals and craftsmen with the necessary knowledge to help you with your needs. We are always available, with the best possible service and finest quality materials, as a supplier that can aid in your business goals. All services are wholesale only to the trade. Whether you are already in business or planning on setting up a new shop, we can supply you with all the materials and equipment necessary to be successful.

Take a look. Please read the following guidelines. They will help us better serve your needs and let you know what to expect from us. You will also find "Trade Tips" throughout the catalog. Use this information to increase your knowledge and your profit

Also, please feel free to call us at any time. LeWinter Moulding is "Full service, at your service"!

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 AM	8:30 AM	8:30 AM	8:30 AM	8:30 AM
to	to	to	to	to
5:00 PM	5:00 PM	5:00 PM	5:00 PM	3:30 PM

Arrangements can be made in advance for appointments at other times.

LeWinter Moulding & Supply Company
137 23rd Street • Pittsburgh, PA • 15215

HOW TO CONTACT US

800-633-8886
National Toll Free Number

412-782-2220
Local Number

LeWinter Moulding & Supply Company
137 23rd Street • Pittsburgh, PA • 15215

800-643-9907
National Toll Free Fax

412-782-1192
Local Fax

These numbers give you 24 hour access, 7 days a week. Our fax machine is always on and ready to receive your message. You can place an order or fax a question.

*When using LeWinter Moulding as a credit reference, **please use our local phone and fax numbers.**

AFTER HOURS

When you call us **after** normal business hours (**M-TH 8:30-5:00, F 8:30-3:30**) our automated system will receive your call. You will be led through a simple menu in order to leave a message with the appropriate party.

When you place an order, please leave a detailed message with your name, customer number, shipping instructions and order. Please **SPEAK SLOOOOOOWLY**.

During business hours you will get a real live person

Please call or stop in. Let our experience help you market your products. If you would like a sales person to call, please let us know. They are more than willing to help you. Please let us know your special needs.

EXTENSIONS

Telephone Extensions			
Fran Lakatos	711	Shop	729
Lindsey Allen	712	Warehouse	730
Jill Smith	713	Mark Greaser	734
Cindy McGinn	714	David Fair	737
Lisa Lorish	727	Mark Wasserman*	753

**Voice Mail Only*

E-MAIL

In addition, you may also reach us by e-mail.

- Mark Greaser: markg@lewintermoulding.com
- Cindy McGinn: cindy@lewintermoulding.com

Do not place orders by e-mail.

ORDERING INFORMATION

HOW TO PLACE YOUR ORDER

These guidelines will help to insure that your orders are filled promptly and accurately. You may phone, fax, or mail your order in.

All phone orders will be read back to you for verification. If the order is read back to you we will not be responsible for an error in communication. If you decline a "read back" it will be noted on your order. For your benefit please allow us to "read back" your order. This also gives our order takers a chance to say something besides "uh-huh", "ok" and "next".

Please order using the exact item number - complete with every dash, space, letter, etc. Believe it or not, our computer cannot tell the difference between 99454 and 99-454. See catalog page for exact numbers. Using item numbers helps us to get you exactly what you want.

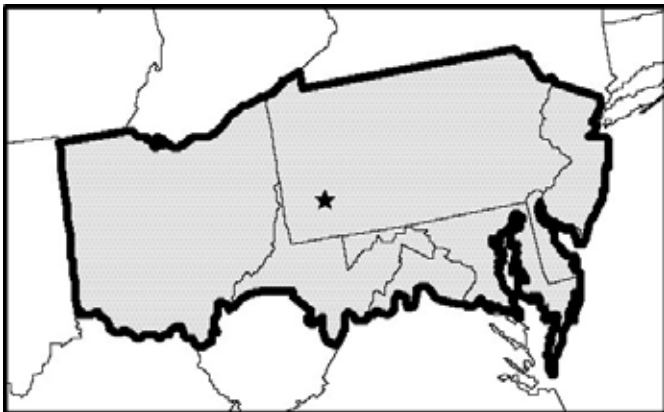
Please do not specify color names on matboard. Only numbers and B for Bainbridge, C for Crescent.

HOW SHOULD WE PROCESS YOUR ORDER?

Please mention pick-up, delivery, UPS, truck, etc. We have UPS customers that pick-up and vice versa. If you are picking-up please call your order in and specify day and time.

We can ship anywhere! Please specify your favorite carrier.

- **Pick-Up** In order to serve you promptly & efficiently we ask that all orders be phoned or faxed in prior to pick-up. **(See Scheduling chart).**
- **Delivery** Delivery to many areas (approximately a 150 mile radius - see below) via our truck is available. **To arrange for delivery, contact Marc LeWinter at ext. 718.**
- **Shipping** Orders can be shipped by UPS or by common carrier (FOB warehouse). Please specify your favorite carrier. **(See UPS map on page A-7)**



SCHEDULING

	Pick-Up	Delivery	Truck	UPS
Chop	4 Hours	24 Hours*	24 Hours	Same day*
Length Mldg	2 Hours	24 Hours*	24 Hours	Same day*
Joined	72 Hours ¹	72 Hours ¹	72 Hours ¹	72 Hours ¹
Other Items	2 Hours	24 Hours*	24 Hours	Same day*

¹Example: Order any time on Monday, joined frame will be ready any time on Thursday.

* Order by 2:00 PM

DELIVERY/UPS NOTICE GUIDELINES

1. Order Deadline

Please place your main order by **2:00 P.M.** the day before your delivery or for same day UPS shipment.



2. Delivery Add-Ons (Will be entered as new orders)

Add-Ons for 5 or less items will be accepted over the phone until 5:00 P.M. Monday through Thursday, Friday until 3:30. If your add-on is more than 5 items, you will be asked which 5 items you prefer and the balance will be processed for a your next delivery day or can be shipped UPS. Please specify your preference. If you do not specify, we will deliver your subsequent delivery day.

UPS Orders or Add-Ons

UPS orders placed after 2:00 P.M. will be shipped the following day.

3. Fax & Voice Mail Orders/Add-Ons: After hours

After hours orders/add-ons of 5 or less items faxed or left on our voice mail before 6:00 PM (Fridays before 3:30 PM) will be processed for delivery the following day. (After hour chop orders/add-ons - see #4)

Orders/add-ons placed after 5:00 PM (Fridays after 3:30 PM)

will not be delivered the following day. We will process your orders/add-on for your subsequent delivery day or ship it UPS. Please specify which you prefer. If you do not specify, we will deliver on your subsequent delivery day.

4. Chop Orders/Add-Ons - After Hours

Orders for chops that are placed after regular business hours WILL NOT be processed for next day delivery. Chops will be sent to you on your subsequent delivery day or shipped UPS. Please specify which you prefer. If you do not specify, we will deliver on your subsequent delivery day.

In order to promptly process your orders every order creates a separate invoice. Consolidate your orders for fewer invoices.

ORDERING INFORMATION

BILLING INFORMATION/TERMS

- General terms are net 30 from the date of the invoice. A 1½% finance charge (18% APR) will be assessed against all accounts with invoices 15 days past due at month's end.
- All accounts over 60 days will convert to C.O.D. until the balance is brought current.
- Terms are for approved credit accounts only.
- Specific terms and discounts apply to certain products.
- See product information in our catalog for details.
- A statement is sent at month end.
- Energy Surcharge Update: Effective July 1, 2008 our energy related surcharge will be 1.95%

CREDIT

We welcome you to establish an account. Please fill out our credit application completely, furnish three trade references and one bank reference. Until credit is checked, we can ship C.O.D. or bank card. You must return a completed credit application to establish an account. Incomplete applications can delay the approval process.

C.O.D. ACCOUNTS

Until credit is established orders can be delivered C.O.D. or prepaid with a charge card. UPS does not accept cash for C.O.D. orders.

CREDIT CARD PAYMENTS

Generally, all new accounts are set up to be paid via credit card until credit is established. LeWinter Moulding accepts Master Card, Visa and Discover.

Net 30 accounts regularly paying by credit card must keep their balance at 30 days. Payment arrangements for this type of account need to be pre-established with the credit department.

CLAIMS

Defective merchandise or shortages must be called to our attention within 10 days. All returns must be authorized.

DAMAGED SHIPMENTS

If you receive a UPS or truck shipment that has obviously been damaged in transit, please immediately call a LeWinter Moulding manager before the driver leaves.

Note on the bill of lading that the shipment was damaged in transit and save the packing material.

RETURNS

Any item returned not due to our error is subject to a restocking charge of 15%. Chops that have been joined and length that is cut cannot be returned. All returns must be properly wrapped.

BILLING INFORMATION/TERMS

Refer to the specific price page for particulars on each item.

We can **"special"** quote on LARGE volume orders. Just give us a call.

MINIMUMS

Product Minimum - Refer to product page.

Dollar Minimum - None. But if you come in everyday and order one sheet of mat board we will probably ask you to bring donuts, cookies, or candy.

SAMPLES

We have discounts available for initial orders so that you can buy samples at a reduced price. Please ask your salesperson about these products.

Moulding samples can be purchased for the cost of one foot of that moulding at our Box Price (our best price).

BACK ORDERS

LeWinter Moulding makes every attempt to stock adequate quantities of products. Most back orders are filled in 1-2 weeks. We call you on all out of stocks when filling the order. At that time we will establish whether you want the item kept on back order. If we are unable to reach you we will still back order the item and mark "N.A." (no answer) on the order. If we reach an answering machine we will mark "M.A." (machine answer) on the order.

Most items are shipped without calling, when they are back in stock. We will only call for verification on cut items (chops, cut glass, etc.). Once we reach you we will ship or cancel the order. If you do not respond, we will cancel a back order one week after a message has been left.

If at any time you would like a back order canceled, please notify us.

HOW TO GET TO US

DIRECTIONS

-1-

From The North Hills, Downtown, or South Hills

Take route 28 North to the Highland Park Bridge exit. DO NOT CROSS THE BRIDGE. Take the first ramp to the right. Make another right at the "Y" towards Sharpsburg. This will put you on MAIN STREET. (see below H)

-2-

From Squirrel Hill, Oakland, Shadyside

Cross the Highland Park Bridge. Take Sharpsburg exit onto MAIN STREET. (See below: H)

-3-

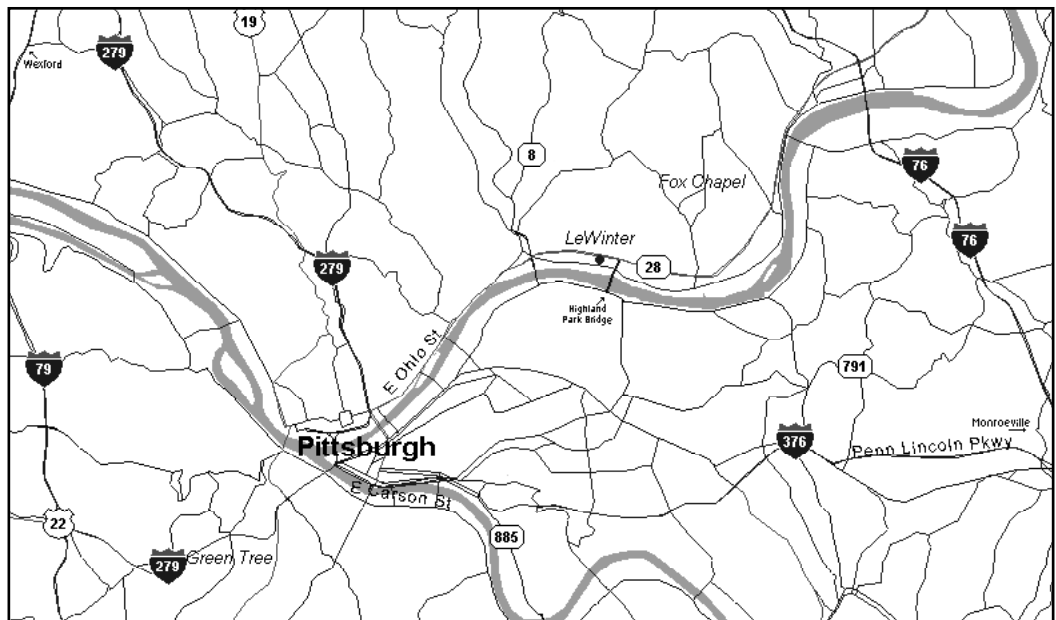
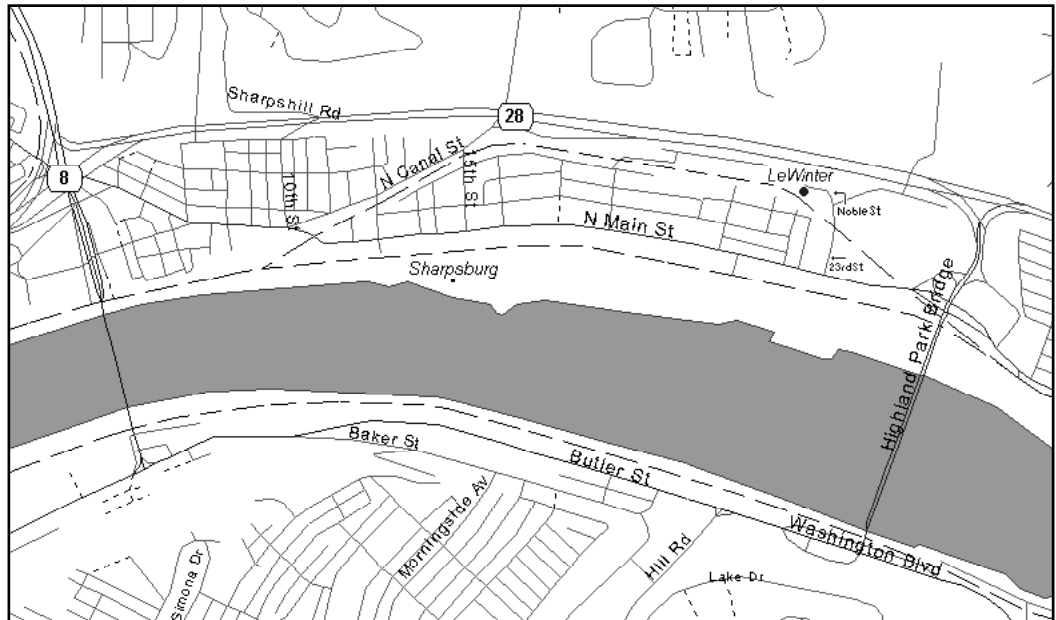
From 28 South

Use the Highland Park Bridge exit. DO NOT CROSS THE BRIDGE. Take the first ramp to the right. Make another right at the "Y" towards Sharpsburg. This will put you on MAIN STREET. (See below: H)

-H-

Once On Main Street

Make the first right onto 23rd Street (you will see Ryan's Glass on your left). Cross over the railroad tracks and turn left onto Noble Street. Our entrance is on the left.



From Cleveland and Points NW

Take the PA Turnpike to Exit #4 (Butler). Head South, towards Pittsburgh on Route 8. Follow to Route 28 North. Then see #1 above.

From Washington PA and Points SW

Take Route 79 North to 279 North. Follow 279 North through the Fort Pitt Tunnel until you see signs for 28 North - Etna. Then see #1 above.

From Somerset and Points East

Take the PA Turnpike to Exit #5 (Allegheny Valley). Head towards Pittsburgh on 28 South. Then see #3 above.

UPS SCHEDULING INFORMATION

Normal One Day Delivery Service Area from LeWinter Moulding

For guaranteed next-day service please specify **Next-Day Air**. There is an additional charge for next day air.

2nd Day Air service is also available at an additional charge.

Saturday UPS delivery available for \$15.00 plus regular next day charges.

Moulding orders for UPS will be cut to UPS size requirements or size you specify within UPS guidelines.

There will be a \$4.00 packing charge per box on moulding (**MLDG-BOX**) shipped UPS, in addition to regular UPS charges.

There will be a \$4.50 packing charge per box on matboard (**MAT-BOX**) shipped UPS, in addition to regular UPS charges.

These charges will be added to UPS charges on the invoice.

Cut moulding can not be returned.

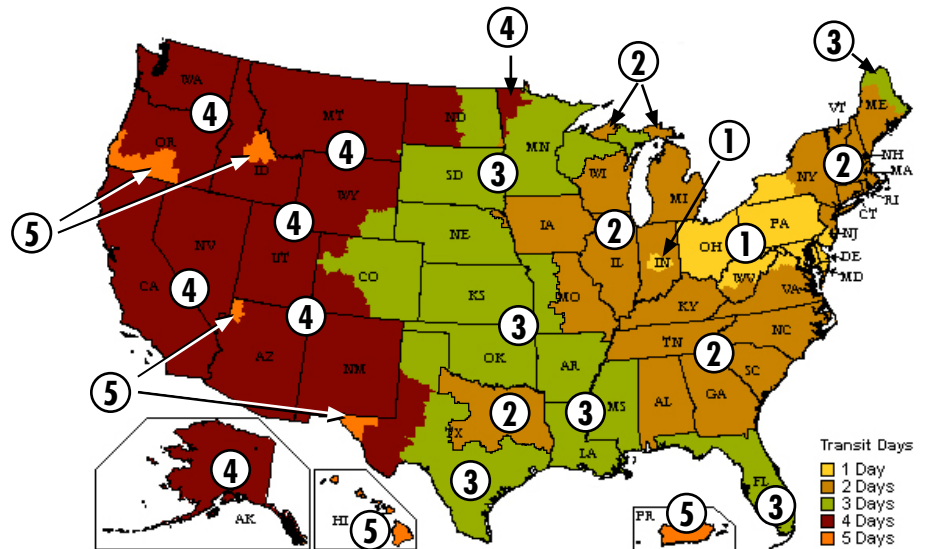
Orders placed by 2 P.M. go out the same day.

UPS has extended their One Day Zone. Please visit www.ups.com or call us for more information.



Nationwide UPS Schedule From LeWinter Moulding

Entire states of Hawaii & Alaska
UPS Next Day Air or
UPS 2nd Day Air only.



LeWinter Moulding

• 412-782-2220 • 800-633-8886 • fax 800-643-9907

www.lewintermoulding.com

05-04-12

A-7