

LeWinter Moulding Updated Hours of Operation and Ordering Instructions

Previously you were able to place orders after **5:00 PM** on Monday, Tuesday, Wednesday and Thursday for delivery the next day. You were able to fax or phone late orders in. **This service is no longer available effective Monday, 2/9/2009.**

Please do not leave orders in our voicemail as we prefer you place live orders the next day.

You can continue to fax orders in after hours, but they will **not** be processed for next day delivery.

Our regular business hours will remain -

Monday through Thursday: 8:30 AM to 5:00 PM
Fridays: 8:30 AM to 3:30 PM

Order Deadline: 2:00 PM

Please place your main order by **2:00 PM** the day before your delivery.
For same day UPS shipments, place your order before **2:00 PM**.

After 2:00 PM

Delivery orders/Add Ons ANY PRODUCT
(Will be entered as new orders)

Add ons for 5 items or less will be accepted until **5:00 PM** Monday through Thursday and until **3:30 PM** on Fridays.

If your order/add on is more than 5 items, you will be asked which 5 items you prefer to be processed and the balance will be processed for your **subsequent** delivery day or can be shipped UPS. Please specify your preference. If you do not specify, we will deliver on your **subsequent** delivery day.

UPS Orders/Add Ons ANY PRODUCT

UPS orders/add ons placed after **2:00 PM**
will be shipped the following day.

