

~~FAUSTEL~~

Process Development & Technology Center

Operating Arrangements

1. Reservations for use of the Tech Center, on dates specified, will be considered firm when our confirmation number has been issued upon receipt of your purchase order.
2. While Faustel may contribute process suggestions and makes every effort to maintain and operate the Tech Center facilities with maximum efficiency, in no event shall Faustel be held liable for loss of profits, indirect, consequential or incidental damages.
3. Please contact Faustel for a current fee schedule. The daily fee includes access to Tech Center facilities as well as use of Faustel personnel for set-up, runs, changeovers and equipment clean-up.
4. A cancellation request for a confirmed trial run will be honored without charge up to fourteen (14) days prior to the scheduled date. Any cancellations within the fourteen (14) days will be billed at the full per diem rate of your particular trial type, unless we are able to commit the use of the Tech Center to another group. (Most cancellations are due to the inability of getting all the materials put on order for delivery to Faustel on time.)
5. In preparing our coater/laminator for your trial run, we will make all necessary, non-permanent changes to suit the intended processes. If there is a need for equipment additions or parts that may not be in our inventory (including special etched cylinders), we will either produce or purchase them for you at our cost after obtaining your approval. This will be done with the understanding that they remain the property of Faustel at the conclusion of the trials.
6. Your trial run confirmation number will also serve as our control number to identify your incoming materials. These materials should be shipped freight prepaid and scheduled to arrive no earlier than two (2) weeks, nor later than three (3) working days prior to the run. Your freight should be identified as follows:

ATTN: Trial Run # _____

Materials to be returned will be sent back collect.
7. To insure compliance with both federal and local ordinances, Faustel must have the required M.S.D.S. (Material Safety Data Sheets) prior to unloading any materials for trial runs from any truck, van, or other vehicle on our premises.
8. All unused materials, as well as any hazardous waste generated, will be forwarded to you for disposal. In addition to shipping charges, a nominal fee will be charged for appropriate containers.
9. Please fill out and return our Pre-Trial Information Sheet at least, two (2) weeks in advance. This will help prepare us better for your trial runs and maximize your use of the Tech Center. A list of people who are scheduled to attend and their functions will also be useful.
10. Scheduling of trial runs should be made well in advance. Routinely, there is a three (3) to four (4) week backlog.
11. In the event that a customer wishes to videotape or take photographs during trial or production runs, the Tech Center personnel must be notified in advance in order to obtain any pre-authorization which may be required

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