

## **SPECIAL CUSTOMER REQUIREMENTS #3**

**TO:        PRODUCTION**

**FROM:     SALES**

**DATE:     March 13, 2003**

**REVISED:   June 30, 2005 : September 28, 2005: **October 11, 2005****

The following customer has special production and/or shipping requirements:

**CUSTOMER:        ARCALE**  
**ATTN: RECEIVING DEPT.**  
**1600 LAFRAMBOISE, LOCAL 104**  
**ST-HYACINTHE, PQ J2S 2J3**

**RECOCHEM, INC.**  
**129 EAST DRIVE**  
**BRANPTON, ON L6T 1B5**

**PRODUCTION REQUIREMENTS:**  
**N/A**

### **SHIPPING REQUIREMENTS:**

- 1. MUST SHIP QUANTITY INDICATED ON ORDER, QUANTITY CANNOT BE CHANGED.**
- 2. MUST SHIP ONE LOT NUMBER ONLY.**
- 3. Lot number must be evident on bags of Epsom Salt as well as "ALL" paperwork.**
- 4. PO # must be written on all paperwork.**
- 5. All Bills of lading must have the lot number written on it and a**
- 6. Certificate of Analysis sent with each load.**
- 7. Send an additional Certificate of Analysis for each production date shipped**
- 8. The dates written on the COA should be in the following format:  
Year . Month . Day, (ie. 2005.6.30)**