

Look Before You Sign

When Receiving

Make sure delivery is complete and intact

- Yellow shrink wrap, unbroken
- Cartons intact without punctures or damage
- Pallet supports unbroken, holding up entire load
- Shipment secured to pallet with banding and/or shrink wrap
- Order quantity matches shipping manifest



Before Signing

Document discrepancies/damage on delivery receipt

Example:



● Shortage - missing items

Visible Damage

● Carton crushed, torn

● Broken shrink wrap



● Product damaged by fork truck

● Damaged carton - product exposed



● Product damaged, scratched, dented

● Not Bradley's yellow shrink wrap



● Pallet damaged

● Material not secured to pallet

Please contact your local sales rep
within 5 days to report a claim



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