

## Preparing for Delivery Day

You must be getting excited about receiving your log home! Here are a few important things to know:

### 1) **Delivery Date**

- ❖ Please be ready on your delivery date.
- ❖ Upon signing your Delivery Date Approval Letter any changes to your delivery date will result in a minimum of \$1,000.00 change fee per truck and you may lose your discount, as well as payment in full at time of original delivery date.

### 2) **Delivery Truck(s)**

- ❖ The materials for your home are delivered on large tractor trailers.
- ❖ The truck(s) used to bring your package are very long, upwards of 75' total length and need plenty of room to maneuver.
- ❖ The road used to access your building site must be wide enough and not contain tight curves. If the driver determines the roads are not adequate to drive on, you will need an alternate delivery site. Be ready to have that location determined.
- ❖ A minimum 35' opening into driveway or road. 60' x 100' turn around unless they can back in. The truck driver will have the sole authority in determining if they can safely make it to your site.
- ❖ There may be a dimensional lumber truck following. Usually these will supply their own forklift.



### 3) **Time Allotment**

- ❖ We allow 3 hours to unload each truck. Tractor trailer with our logs takes precedence over others as they have a schedule to maintain.
- ❖ Should not take 3 hours to unload. Trucker is an independent contractor and will have appointments to reload after delivery of log home. Any time over 3 hours may result in detention charges due to loss of reloads.

#### 4) Forklift

- ❖ Make sure your fork lift is scheduled to be onsite for the day of delivery and can lift a minimum 5,000 lbs. Should be an all-terrain forklift.
- ❖ Examples:



#### 5) Counting Materials

- ❖ A Shipping List will be provided on the pay of delivery for use with counting materials. This Shipping List must be signed and returned to the truck driver. If for unforeseen reasons you are unable to complete this you must sign and return within 3 days of delivery.
- ❖ Count materials within **3 days** of delivery to make sure everything has been accounted for.
- ❖ Please refer to sample Shipping List to look for check list of materials.
- ❖ Tips to count Dimensional Lumber  
2x4s, 2x6s, 2x10s- 10 down 10 across=100



#### 6) Storage of Materials

- ❖ Keep materials dry and safe.
- ❖ If tarps are used, proper air flow is necessary to keep materials from getting damp and or mildew.
- ❖ Store windows and doors in a secure location.
- ❖ Guidelines for area needed to store lumber:
  - Trailers are 8' x 48' long
  - One truckload: sufficient area 16' x 24'
  - Two truckloads and/or more: sufficient areas 16' x 48' or 32' x 24'
- ❖ Storing Materials



**Dunnage** will be required to set bundles on and keep materials up off from the ground.

Sizes: 4x4 or 2@ 2x4

There will be some on the delivery truck to use. **An additional dozen or more will be needed.**

Dunnage: pieces of wood, matting, or similar material to keep cargo in position.

## 7) Final Payment

- ❖ Truck will not be unloaded until full payment is established
- ❖ An **official bank check** only made out to Coventry Log Homes. Official bank checks are either called Certified or Treasurer's Checks. No personal checks.
- ❖ Wire transfer within 2 days prior to scheduled delivery. Contact us for instructions.