

All Merchants, Mills and Merchant/Converters must meet the following specifications to ensure a smooth workflow:

Roll Size: Rolls must be delivered cut to ordered size within 1/16th inch for tolerance. Any rolls over or under the allowable tolerance may be rejected.

Basis Weight: Basis weight can vary 5% above or below what is ordered and still constitute a good delivery. Any stock changes over or under the 5% tolerance may result in a roll being rejected.

Roll Diameters: No roll is to exceed 50 inches in diameter. (Rolls may be no smaller than 34 inches.) Any roll exceeding the diameter standard may be rejected.

Roll Cores: All rolls must have non-returnable roll cores.

Roll Winding: All rolls must be wound felt side *in* on the roll. All rolls must be wound uniformly and all splices must meet our roll-splice standards.

Roll Splices: All splices in rolls are to be clearly identified (Flag) on at least one side of the roll itself. Rolls are not to exceed two mill splices per roll. Number of splices per roll must be identified on the packing slip at time of shipment. Any roll exceeding the maximum number of splices will be rejected prior to running.

Roll Wrappers: All rolls must be wrapped in moisture-proof wrappers and have roll labels that meet our roll label standards.

Roll Labels: Multi-pack rolls must have a label for each roll in the pack on the outside of the wrapper. The weight of each roll must be correctly reflected on the corresponding roll label. All roll labels must be in English and have roll weight listed in pounds rather than kilograms.

Delivery: Rolls must be delivered on end. Delivery times must be coordinated with purchasing. Receiving hours are Monday through Friday, 7 a.m. to 3 p.m., unless other arrangements have been made in advance and coordinated with our warehousing department. Vendors must provide packing slips complete with roll number, weight per roll and number of splices per roll.

Paper Performance: All paper must be mill-guaranteed. All lost time due to paper will be charged to the customer at the machine hourly rate.

For more information, please contact our Purchasing Department at 740.658.4016.

Our People. Our Technology. Making Great Impressions.