

Coil Receipt & Delivery

Receipt & Delivery Locations

Customers will order the material to be delivered, freight prepaid, to one of the following Steelscape locations...

Customer
c/o Steelscape
222 West Kalama River Rd.
Kalama, WA 98625
Rail – Track # 1111

Customer
c/o Steelscape
11200 Arrow Route
Rancho Cucamonga, CA 91730
Rail – BNSF Track #s 1363 & 1364

Incoming freight charges are to be prepaid by the customer. No “collect” shipments will be accepted.

Modes of Transportation Received

Steelscape facilities can accept the following modes of transportation:

- **Kalama:** Truck and Rail (Boxcar and Gondola)
- **Rancho:** Truck and Rail (Boxcar and Gondola)

Inbound rail loading specifications may need to be cleared prior to metal receipt to ensure the material can be offloaded. For rail routing instructions, please contact your Steelscape Customer Service Representative.

Receiving & Shipping Hours

- **Kalama, WA**
 - Receiving: Monday-Friday, 7:00am – 3:00pm
 - Shipping: 24 hrs/day, 7days/week
- **Rancho Cucamonga, CA**
 - Receiving: Monday-Friday, 7:00am – 3:00pm
 - Shipping: Monday-Thursday, 24 hrs/day, Friday until 11pm

Variance from these stated shipping hours will be communicated in advance through normal communication channels.

Scheduling of Incoming Coils: The customer must make arrangements one (1) day in advance with the Steelscape Receiving Coordinator before sending the coils. Please contact your Customer Service Representative for the appropriate Steelscape facility's Receiving Coordinator contact information.

The Receiving Coordinator will direct ship-to location (plant or warehouse). The arrangement information needed includes: Steelscape's work order number, the customer's PO number, mill supplier, mill coil number, coil weight, substrate, decimal thickness, width, grade, coating weight, supplier, coil number and lineal footage of the coil(s) to be received; and the date and time the coils will arrive.

For storage guidelines on steel substrate that is received for toll processing, please see Section 3 for details.

Incoming Coil Documentation: Steelscape requires a manifest detailing the coil information with mill supplier, mill ID number, customer coil ID number, width, length, weight, decimal thickness, substrate, coating weight and grade. The manifest is requested two (2) working days in advance of receipt of metal. This will allow for real time inventory status upon receipt of metal. For deliveries received without a prior manifest, receipt of the metal and/or the order itself may be delayed. Stated lead times do not begin until metal is fully received into the Steelscape system.

Note: It is recommended that the decimal thickness on the coil manifest should correspond exactly to the decimal thickness reflected on the customer's purchase order.

Coil Receipt

Upon receipt, each coil will receive a coil tag indicating material ownership along with all pertinent coil data. Each master coil will be assigned a Steelscape Toll Coil Number that will remain constant throughout all processes and movements. This allows for traceability of the coil in the system. Further, a suffix appended to the end of the Steelscape Toll Coil Number will readily show all children coils and additional processing as well as guarantee accountability for the total coil weight and lineal footage.

Steelscape will accept coils with "export packaging" such as wraps of metal, paper, cloth and/or wood. There may be a \$10 per coil charge for wrap removal and waste disposal. If applicable, this charge will be invoiced and payable upon the receipt of the coil.