GARAGE DOORS CAN BE EASILY CRUSHED, CREASED, DENTED AND DAMAGED BY IMPROPER HANDLING AND TRANSPORTATION
CARRY A GARAGE DOOR

**DO**

- Use two people to carry
- Carry on edge to prevent creasing

**DON’T**

- Never carry flat
- Never lift or carry by strapping
- Never drop doors

STACKING DOORS ON A TRANSPORT CART

**DO**

- Use only the correct length garage door carts to transport product
- Stack doors straight and even
- Doors must be fully supported at all times

**DON’T**

- Never stack doors unevenly or in differing lengths
- Never allow doors to extend beyond length of the cart
- Never use lumber carts
STACKING DOORS ON A MENARDS STORE PALLET

**DO**

- Place doors on correct length pallet that fully supports product
- Keep stack height low
- Keep doors straight and even
- Place heavy doors on bottom (e.g. special orders)

**DON’T**

- Never stack doors unevenly or in differing lengths
- Never allow doors to extend beyond the pallet

FORKLIFTING PALLETS

**DO**

- Lift in the center of the pallet for the best balance
- Leave a small gap between forklift guard and doors to prevent denting or crushing

**DON’T**

- Never force forklift into doors
- Never lift doors directly with forks. Always place forks under pallet.
RACK STORAGE & MAINTENANCE

DO

- Rotate stock: Sell oldest inventory first (look at label dates)
- Keep the packaging looking fresh
- Keep the stock bay organized and neat

DON’T

- Do not expose to unnecessary weather conditions
- Do not sell the newest inventory if older exists

LOADING INTO A GUEST’S PICKUP TRUCK

DO

- Transport doors on their edge
- Protect edges with a blanket or cardboard
- Secure doors before transport
- If door sections overhang truck bed, support entire length with rigid board and tape flag to overhanging end

DON’T

- Never transport doors flat unless entire length of door is supported
- Never transport doors over roof of car or truck cab
LOADING ON A FLATBED DELIVERY TRUCK

DO

- Lay doors on flat supporting surface, preferably the bed of the truck
- Gently secure straps and protect door edges

DON'T

- Never lay door on top of uneven lumber
- Never place other product on top of doors
- Never overtighten straps

CHECKING IN AND FINDING THE CORRECT HARDWARE

CHECKING IN PRODUCT FROM IDEAL DOOR TRUCKS

- Read the load tally sheet
- Verify that all pieces are present
- Deliver Garage Door Accessory Parts boxes marked Millwork Department to the millwork desk inside the store

FINDING THE CORRECT HARDWARE

- Look at summary label on commercial hardware box

Commercial Door Summary

Section Bundles = 2
Track Bundles = 1
Spring Bundles = 2
Strut Bundles = 0
Tube / Shaft Bundles = 1
Lock Bar Bundles = 0
Hardware Box Bundles = 1

Total Bundles for Complete Door = 7

PO: ABCD12345678  Job: JIMSMITH  Order: 12345678-1
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PLEASE USE GREAT CARE