

Glass Handling Instructions

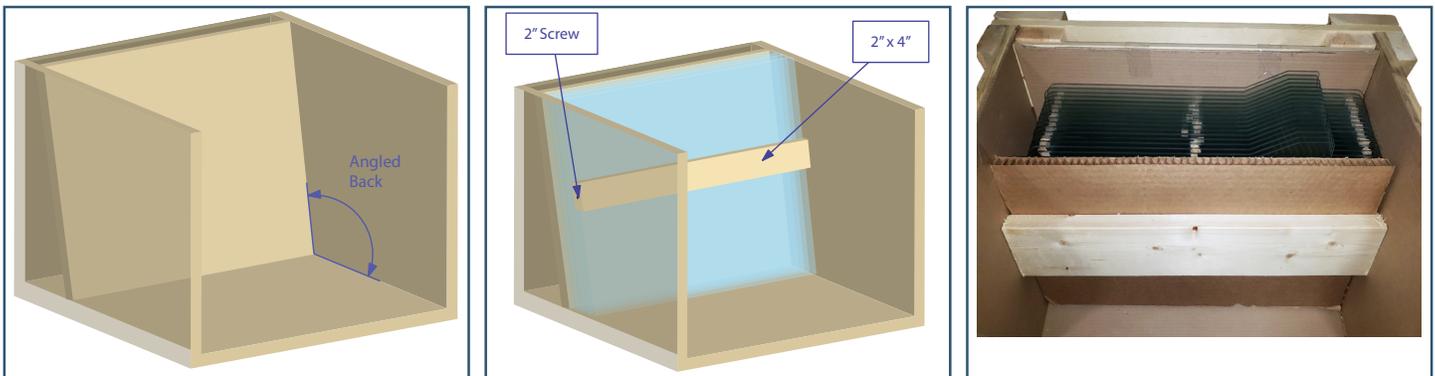
To ensure complete satisfaction with your glass purchase, we'd like to suggest the following tips on the proper way to handle and clean glass once it is received at your plant.

These simple handling instructions will help to assure quality of the glass, as well as all who work with it.

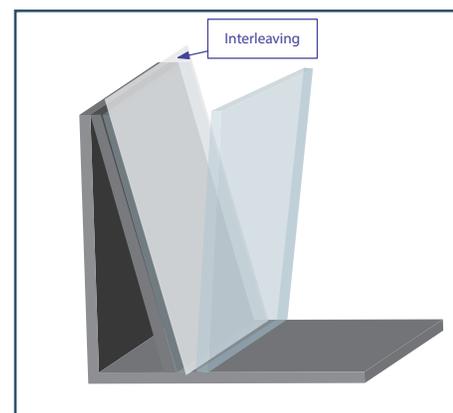
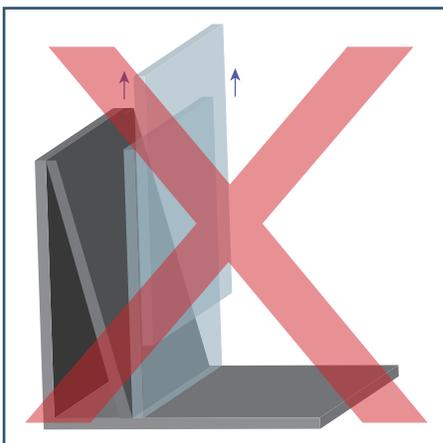
Delivered Product Storage and Handling

It is recommended that delivered glass should be stored in a controlled environment with the humidity level under 50% and a temperature range of 65-75F. Glass should be stored standing on the edge and not be stored horizontally. When removing glass from boxes, or crates, avoid sliding glass on glass, even if it is separated by paper. Hinge the part being removed away from the rest of the parts and lift it away, preventing edges and corners from contacting the adjacent glass surface.

- Cat-i crates are designed so glass sits at a slight angle. Parts are secured with a 2"x4" and 2 - 2" screws to keep parts from moving during shipment. Remove the screws and 2"x4" to remove glass from crate.

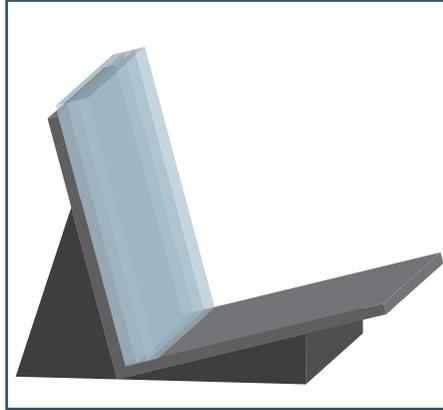


- Do not remove glass from crate or box by lifting straight up. Use the Hinge and Remove method. When removing glass from a crate or box HINGE the piece by pivoting the top edge of the sheet away from the other sheets, and REMOVE the piece making sure to not hit any other glass sheets in the process. When placing glass on a cart, rack, fixture, table, etc., never rub or hit the face of the glass on any foreign surface. Instead, PLACE the bottom edge of the glass onto the surface and HINGE the piece into place.



Cat-i Glass & Mirror Handling Tips

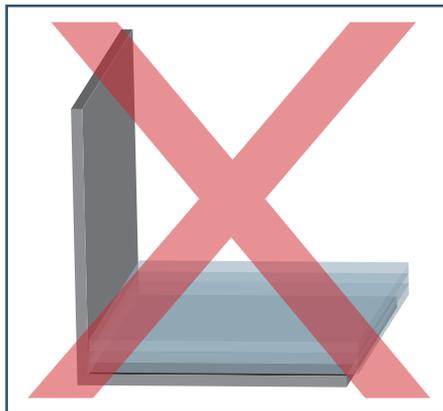
- When glass is out of the crate and on flat surface, it must be placed on an angle and supported with an L-back.



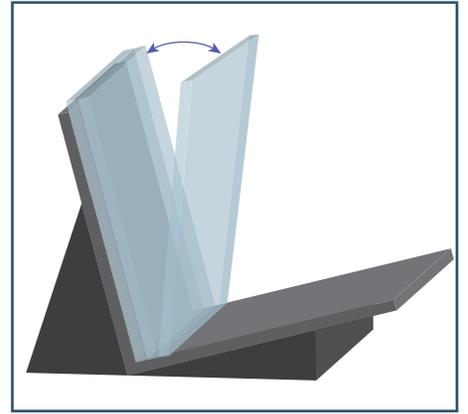
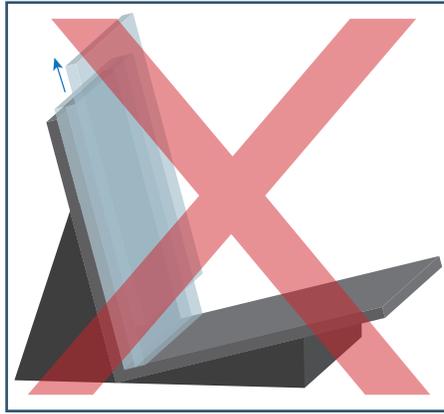
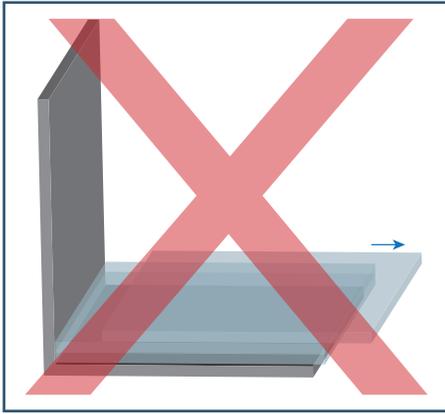
- Before moving a crate, make sure the parts are secured using the supplied 2"x4" and 2 - 2" screws and the crate is properly banded.



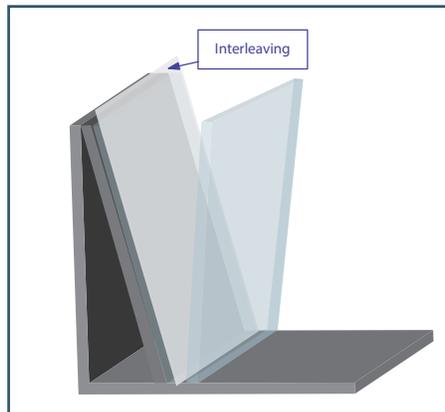
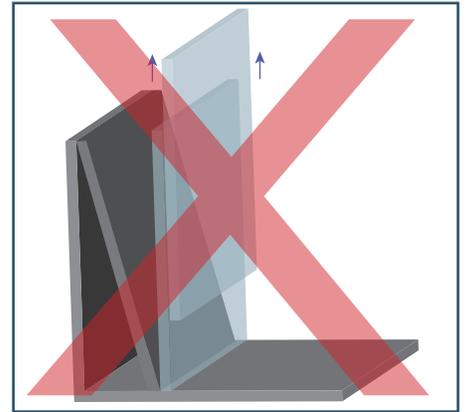
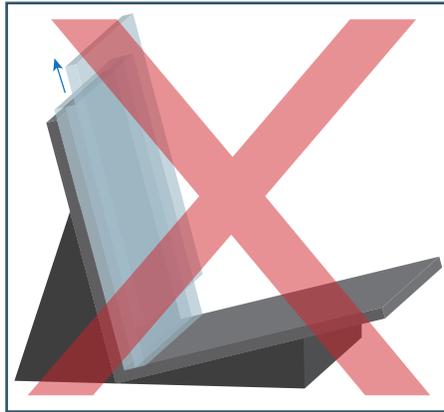
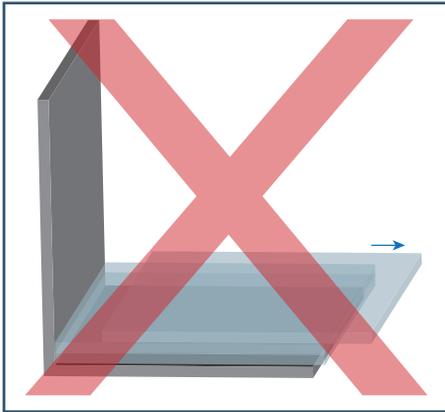
- Glass received in boxes should be blocked and handled in a similar manner to crates. See previous instructions for crate.
- Glass should not be stacked horizontally. The pressure will cause chips, scratches, or digs in the surface of the glass.



- Do not shuffle or slide small pieces of glass. HINGE & REMOVE one piece of glass at a time from the vertical stack to prevent surface scratches.



- Do Not slide the glass along any surface. Do not remove the interleaving from between each piece of glass. All interleaving should be left between each piece of glass until installation to insure no scratching or chipping takes place.



Cat-i Recommended Cleaning Agents for Glass Decorated with Enamel or UV Inks

Reagent Grade Isopropyl Alcohol (IPA) (99+% Purity).

Non-amoniated window cleaners.

Distilled or Deionized water at room temperature.

Use only a soft, lint free cloth. Avoid aggressive rubbing on the ink surface.

Dry thoroughly after cleaning.

DO NOT USE:

Abrasive cleaners or brushes

Hydrocarbon solvents

Acidic or highly alkaline solutions

Glass & Mirror

Handling Safety Tips:

- Suggested safety wear includes hard hats with face shields (when handling glass above shoulder height), safety glasses, Kevlar sleeves, and gloves.
- Always hold glass/mirror from narrow dimensions.
- Hands should be placed slightly diagonal from each other - not straight across. This method of holding enhances control if a crack in the glass spreads causing breakage.
- Clear away all trip hazards from work area. Plenty of clearance is necessary to avoid bumping edges.
- Check glass and/or mirror for cracks prior to lifting. If cracks are present, this is a good indication that it may break when picked up.
- If a load is tipping (domino effect), **MOVE OUT OF THE WAY!**
- Minimize lifting mirror and glass above shoulder height.

General Rule:

Glass and/or Mirror exceeding 40 inches in width is too large for one person to handle.

If a person's arms need to be fully extended, the glass is too wide for an individual to handle.

These glass handling instructions are not intended to be complete nor are they sufficient for all applications.

Please consult the Cat-i factory for further instructions.

Any questions or concerns about these glass handling instructions may be directed to the:

Quality Assurance Department, Cat-i Glass, P.O. Box 208, South Elgin, Illinois 60177, 847-931-8986

Email: sales@catiglass.com www.catiglass.com

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