



Wire Products Since 1880

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- WIRE CLOTH
- FILTERS
- STRAINERS
- SCREEN PACKS
- RESISTANCE WIRE
- SCREEN PRINT FABRIC
- SYNTHETIC INDUSTRIAL MESH

Instructions for Preventing Handling Damage While Opening Spools of Wire

Please Note: Jelliff Corporation visually inspects each spool after it is sealed in its packaging prior to shipping. JELLIFF CORPORATION is not responsible for damage due to mishandling after the material leaves the JELLIFF CORPORATION facility.

Inspecting Wire Prior to Handling:

1. As soon as possible upon receipt *and before* removing the packaging, examine the packaging to see if any problems occurred during shipping (e.g. damage, loose strands, multiple ends, wire shifting, etc.). If damage is observed, *do not remove* spool from packaging or break the seals – contact the JELLIFF CORPORATION Sales Representative for a return material authorization number (RMA). Once the package has been opened and the seal is removed, JELLIFF CORPORATION can no longer control the quality of the product and cannot guarantee a credit or replacement.
2. Per the T&Cs (<http://www.jelliff.com>), ensure that any shortages are reported within five (5) days and any other non-conformances are reported within thirty (30) days of arrival – otherwise material shall be deemed conforming.

Standard Labeling for Each Spool:

1. Each spool will have a JELLIFF CORPORATION “donut label” attached affixed to spool flange with the following information displayed: Size, Date, Inspection #s, JELLIFF CORPORATION Heat Number, Resistance, Tare Weight, Net Quantity, Material Description, Customer Part number (when required), and Purchase Order.
3. Each spool of material is secured with a “Start” sticker to secure the wire-starting end. Please note that once the Start sticker is removed, the wire will no longer be properly secured and may shift and become entangled and/or under-wound on the spool. To prevent this, maintain tension and/or re-tape the wire end after use.

Opening the JELLIFF CORPORATION Box, if applicable:

1. Carefully remove the spooled material within the plastic bag from the packaged box by holding the bottom of the box and carefully pulling the top half of the plastic bag straight up and away, taking care to not let the edges of the box come in contact with the wire on the spool as this may cause breakage or kinks in the wire.
2. If you notice wire damage during receiving-inspection, please notify JELLIFF CORPORATION immediately so arrangements can be made to evaluate the wire for a potential replacement.

Removing the Spool from the Plastic Bag, if applicable:

1. Place the spool on its flange onto a flat surface
2. Use one hand to stabilize the spool by the top flange while being careful not to touch the wire. Once stabilized, begin opening the plastic bag
3. While still maintaining stabilization, open the plastic bag fully making sure not to introduce any type of contact to the material itself
4. Use one hand to hold the plastic bag down to the flat surface. Use the other hand to carefully remove the spooled material from the plastic bag, once again being careful to not touch the wire

Please note: Touching the wire will cause breakage, kinks in the wire, and/or fingerprints

Mishandling: Please note: JELLIFF CORPORATION is not responsible for damage due to mishandling after the material has left the JELLIFF CORPORATION facility. This includes improperly securing the starting end of the

spooled material and allowing the single strands to become entangled with each other, fingerprints, scratches from surfaces (edges of counters or packaging), or from fingernails.

1. The most common handling damage to the wire is an unsecured starting end. The starting wire end must be kept under tension when the start end is un-taped. If it is allowed to unravel or become loose on the spool, the wire will shift on the barrel and become unwound or tangled with other wire strands. Securing the starting end at all times can prevent this as well as using a proper payoff.

2. Fingerprints are another common form of mishandling damage. When a finger touches the wire, a combination of physical damage and residue is imparted onto the wire. The residue from the finger salts will oxidize the wire as shown in Figures 5 and 6.