

# Instructions Pack

We hope your sale goes well, this sheet just gives you some basic information about the netting machine and sales. On your Tally sheet please ensure you keep accurate records of your sales. We keep records of the trees delivered and collected. Once your sale is finished work out how many trees you have sold giving you a total value. Split the % as per the tally sheet instructions.

We will record the number of trees delivered and collected. Any missing trees / un-recorded sales will be your organisations responsibility to pay for. Unfortunately, we have suffered losses of trees due to in-consistent record keeping by sales. Your organisation keeps a percentage, the balance is paid to SFRA LTD. Please include all cash in the zipper folder and plan for any outstanding balance to be bank transferred (New bank details enclosed).

## The bank transfer should be completed within 5 days please

Put the tally sheets and cash in the zip folder when you are finished. The team will collect the zipper folder, remaining trees and the netter at the end of your sale. All our staff will have branded clothing. Please do not release excess trees or takings to anyone without branded clothing, if you are not sure, call Steph, Derek or Paul.

If you need more trees, please contact us as soon as possible and we will try to arrange an additional delivery.

## How to Load your Christmas Tree Netting Machine with Netting

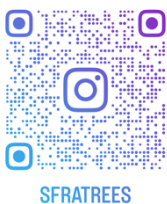
1. Remove the entire small end tube by twisting and pulling from the remaining large end of the funnel.
2. Remove the rubber ring.
3. Remove one sleeve of netting from the bale and find the arrow. Do not remove the plastic wrapping.
4. Ease the sleeve onto the removed small end with the arrow pointing toward the lip.
5. Replace the small end tube being sure to twist the tube to lock into place. Check visually to see this is in place.
6. Remove the polythene wrapping from the sleeve and throw away. Find the end of the netting and ease over the small end lip. Pull until about 0.5m of netting is free.
7. Replace the rubber ring by stretching over the netting and the small end lip.
8. Your funnel is now ready to use.

## How to Use your Christmas Tree Netting Machine

1. The netting at the small end can be left open.
2. Insert the Christmas tree, base first into the large end of the funnel. Push until the base is showing through the small end.
3. Go to the small end and pull right through until the tree rests on the floor.
4. Cut the netting with a safety cutter.
5. The end of the netting can be left open.

NO-ONE IS TO BE PASSED THROUGH THE NETTER – IT IS FOR TREES ONLY

For a short video and instructions on your Netter, please scan the QR code:



SFRATREES

Please tag us in on your pictures!!

If you have any problems, we are happy to help, please contact us.

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Derek – 07828 169922

Steph – 07766 517766

[www.christmastreeshop.co.uk](http://www.christmastreeshop.co.uk)

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