

Little Things you Need to Know: Warehouse

**Warehouse Hours: Monday-Friday 10-6 Saturday 10-5 (No Deliveries)
Sunday CLOSED**

Phone Number: (870) 336-2536

Warehouse Managers: Kevin, Carl

Office Manager: Ava *Main Contact

Deliveries:

- All Deliveries are done by 3rd party company: Mr. Movers
- Local Delivery is \$199.00
- “Local” Delivery is anything within a 70-mile radius of the store. Anything outside of this is a charge of \$ 3.10 per mile
- Deliveries must be scheduled minimum 2 days out and within correct delivery zones for area
- Mr. Mover disclosure must be signed and attached to original paperwork. **Go over disclosure thoroughly so customer is aware of expectations*
- All balances **MUST** be paid in full **BEFORE** scheduling delivery
- Customer will get automated phone call the night before their scheduled delivery date (between 4-6) giving them a two-hour window of when they can expect delivery
- Deliveries can be tracked through our app and on our website: shopgambles.com
- Warehouse needs to be made aware of any changes made on invoice before delivery (addition or removal of items, address changes, etc.)
- If selling product off another locations floor delivery day must allow time for product to be picked up from location

Customer Pick Up

- Reference Warehouse Hours for CPU availability
- Warehouse 60 is our Distribution Center **Only Warehouse available for CPU*
- Must give Warehouse team two-day notice to transfer product from another warehouse to 60 for CPU
- Customer must pay for assembly
- Assembly services must be added as line item to invoice Search “Misc” as Supplier and “Assembly” under Model to find line item
- Customer can pick up product without assembly **Item will be loaded as shipped to us from manufacturer*
- Warehouse does need notice to assemble product for CPU
**Assembly times do vary. Please contact Ava or Kevin to schedule CPU time for assembled product*
- CPU is available for same day pick up if product is in Warehouse 60 **Give warehouse courteous call, so they are aware customer is coming*
- Invoice MUST be processed before calling warehouse or sending customer to pick up product