

EnviroSTIX™ Adhesive Systems Ordering Process:

1. Create your purchase order for the Flooring Manufacturer and order your products with the directions to ship directly to us. If you already have these materials no problem you will just need to have them shipped to us at the address below:

Base King, LLC
137 Lower Dug Gap Rd. SW,
Dalton, GA 30720

2. Create your purchase order for Base King including EnviroSTIX™ adhesive and primer as line items send it to Jordan@baseking.com & CC: julia@baseking.com. Line item examples: (Please make sure and note your salesman)

- **ES™ Only:** EnviroSTIX™ pre-applied poly-acrylic adhesive system – Sold per Square foot. (Good for use on projects going directly over a nonporous surface.)
- **ES-System™:** EnviroSTIX™ pre-applied poly-acrylic adhesive system with (2) coats of the ES-P (EnviroSTIX™ Primer). (Good for use on projects up to 99.0% RH)
- **ES-100™ System:** EnviroSTIX™ pre-applied poly-acrylic adhesive system with (2) coats of the ES-MBP (Moisture Barrier Primer). (Good for use on projects up to 100.0% RH)

3. See terms of Payment and services attachment for other payment terms or questions.

- Orders over 20,000 square feet require a 50% deposit prior to the EnviroSTIX™ application process.
- Freight is normally set up direct through our customers and their own freight companies. However, if you do not have a shipping account and need us to quote it we can. But all freight charges would be due up prior to shipping. If your freight quote is more than 14 days old it may need to be revised upon receiving your purchase order. Base King is not responsible for any increases in freight and the total cost will be the responsibility of the customer.

4. Once your purchase order and materials are received...

- We match up the materials to the purchase order then place them on schedule for production
- The materials will be unwrapped and ran through our application machines to ensure a uniform and accurate spread on your materials. Once the adhesive has been applied we re-wrap your rolls, place them back on pallets, and wrap the pallets for extra security.
- The pallets will be weighed and safely stored until pick up
- Linda will then contact your shipping contact and let them know the weights and number of pallets to be shipped, so they can set up shipping. Please share the bill of lading with Linda or Jordan so we know who is coming and when to pick up your order. If we have set this up, then we will handle this part of the process.
- Upon shipping, Jordan will issue an Invoice for final payment.

Thank you for using EnviroStix!

