

MFB: BRADLEY & KAY  
RIDE: Pygmy GLIDERS.

# PYGMY GLIDERS

STANDARD OPERATING PROCEDURES

PARNYTOWN.COM

(NOVEMBER 1990)

PYGMY GLIDERS (NOVEMBER 1990)

The Pygmy Gliders were added to the Congo Area in June 1983 as part of the Kiddie Ride expansion.

The Pygmy Gliders was manufactured by Bradley and Kay. The trade name is the bats.

GENERAL INFORMATION - PYGMY GLIDERS

The Pygmy Gliders consists of 8 hang gliders which rotate in a clockwise motion. Each glider has a seating capacity of 2 large children or 3 small children. Maximum capacity per ride cycle is 24 guests. The guests are seated side by side. The gliders are constructed of reinforced fiberglass, with seatbelts. Each glider must be individually loaded and unloaded.

The average ride cycle is 1½ minutes and the average load/unload time is three minutes. This allows maximum capacity and hour of approximately 240 guests.

The ride is controlled by an automatic timer. Once the ride is started, the ride will operate and end by itself.

## 1.0 OPENING PROCEDURES

- 1.1 At your scheduled shift time, report to your supervisor in the Vivi breakroom.
- 1.2 Obtain your clipboard, keys, daily operational report, and report to the Pygmy Gliders.
- 1.3 Check for the green mechanical and white electrical clearance tags. Tags will be located on the main control panel. Assure that both tags have been signed and dated by the mechanic and electrician for that day.  
  
Green and white tag - (signed and dated) ride has been cleared for operation.  
  
Red tag - Do not attempt to start the ride. Call ext. 5240 Monorail Control and ask for your supervisor to report to your location.  
  
Green or white tag - (not signed or dated) Do not attempt to start ride. Follow procedure for red tag.  
  
No tag - Do not attempt to start ride. Follow procedure for red tag.
- 1.4 Check each glider for red tags. Notify your supervisor if any are located.
- 1.5 Clean entire ride area. Check queue house to ensure they have been properly cleaned. Wipe down all gliders inside and out.
- 1.6 Flip turnstile at least 15 times, watching the counter to ensure that it is working properly. Any deviation, contact your supervisor.
- 1.7 Take opening reading and fill in all appropriate information on the daily operational report.
- 1.8 Store cooler, cups, supplies and control panel cover in the storage cabinet. Ensure this cabinet is kept clean and organized throughout the day.
- 1.9 Check for height sign.
- 1.10 Check phones, fire extinguisher and lights
- 1.11 Check that exit gate and turnstile are locked.
- 1.12 Make sure ride platform is clear and staff is in operating positions.

1.13 Test Run The Ride

- a. Turn on power.
- b. Push start and E-Stop button in.
- c. Continue to hold E-Stop throughout the ride cycle.

1.14 At any time during the ride cycle, you may stop the ride by removing your hand off of the E-stop button.

1.15 Observe and listen to the ride closely for any unusual noises or conditions. If any are noted, notify your supervisor.

1.16 Open ride.

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2.0 OPERATING PROCEDURE

- 2.1 Unlock turnstile and allow guest to enter.
- 2.2 Ensure all guest meet height and safety guidelines.
  - a. Children must be under 56" tall in order to ride.
  - b. Shirt and shoes are required in order to ride.
  - c. No food or drinks are allowed on the ride.
- 2.3 Assist guest in to there gliders. Each glider has a load capacity of 2 large or 3 small children.
- 2.4 Make sure all seatbelts are fastened. And instruct guest to remain seated throughout the ride cycle.
- 2.5 Lock turnstile and ensure exit gate is locked.
- 2.6 Make sure that personnel and guest are clear an no one is sitting on the wall around the ride.
- 2.7 Push start and E-stop buttons in to start ride.
- 2.8 Observe the ride during operation. Listen for any unusual noises and keep a close watch on guest.
- 2.9 As the cycle ends and ride starts to lower, inform guest to remain seated.
- 2.10 Wait for the ride to come to a complete stop.  
CAUTION: Do not approach the ride until it has come to a complete.
- 2.11 Push E-stop button in (while you are a way from control panel).
- 2.12 Open exit gate when ride has come to a complete stop.
- 2.13 Help unload guest and direct them to the exit/
- 2.14 Close exit gate after all guest have cleared platform.
- 2.15 Repeat procedure for next cycle.

### 3.0 CLOSING PROCEDURE

- 3.1 All guest waiting in line at the time of parks closing are to be permitted to ride.
- 3.2 Turn off power and main braker switch.
- 3.3 Remove green and white tags and store in phone box.
- 3.4 Take closing turnstile reading, fill out all appropriate information on the daily operational report. Check all arithmetic.
- 3.5 Record any ride problems on the ride maintenance status form. (Supervisor only)
- 3.6 Place ride maintenance status form on clip at control panel.
- 3.7 Place cover over control panel.
- 3.8 Clean up around ride area and queue house.
- 3.9 Store all ride equipment in storage cabinet and lock cabinet.
  - 3.10 Secure ride entrance and exit.
- 3.11 Turn off all ride lights and fans.
- 3.12 Turn in keys, clipboard and any lost articles to Vivi breakroom to the closing supervisor.

#### 4.0 SAFETY/EMERGENCY PROCEDURES

##### 4.1 Mechanical Breakdown

- a. Stop the ride.
- b. Call Monorail Control (ext. 5240) and report shutdown, using proper code and description of problem as follows:

SIGNAL 1000 - Emergency; guest or employee seriously injured or in danger of being injured.

SIGNAL 2000 - Shutdown; non-routine will need assistance.

SIGNAL 3000 - Shutdown; routine will be back in operation soon.

NOTE: ALL ELECTRICAL AND MECHANICAL SHUTDOWNS REQUIRE A MECHANIC SIGNATURE ON DOWNTIME LOG.

- c. Notify your supervisor.
- d. Take appropriate action to unload the ride.
- e. Advise guests in the queue house that there will be a delay. If it is to be a lengthy delay shutdown, clear the queue house and position an employee at the queue house entrance.
- f. When a representative of the ride's maintenance department indicates the problem has been corrected and upon approval of the supervisor, reopen the ride. The mechanic must sign the Daily Operational Report.

##### 4.2 Weather Shutdown

- a. Stop the ride.
- b. Call Monorail Control (ext. 5240) and report shutdown, using proper code and description of problem. As indicated below.
- c. 3000 weather
- d. Due to the electrical nature of the ride, the Pygmy Gliders must be shutdown during heavy rain. Only with permission from supervision should the control panelist close the ride for rain.

NOTE: PYGMY GLIDERS IS A CLASS 3 RIDE, AND CAN OPERATE IN HEAVY RAIN WITH A LIGHTNING COUNT OF A 3.

- e. If possible, allow the ride to complete its cycle.
- f. Cover the control panel as soon as possible.
- g. Turn off ride power. Leave queue house lights on if dark.
- h. Allow guests to wait in queue house if they wish, but advise them that the ride is closed due to the inclement weather.

- i. When rain stops, all gliders must be wiped dry before loading guests.
- j. Upon approval of the supervisor, reopen the ride. Note all downtime appropriately on the Daily Operational report.

#### 4.3 Special Procedures

If the ride should shutdown during the ride cycle, and gliders are left in the air. Notify your guest to push their control bar outwards. This will allow gliders to lower.

#### 4.4 Shutdown Due To Guest Sickness

- a. Stop the ride.
- b. Call Monorail Control (ext. 5240,) and report shutdown using proper code and description of problem as follows:

SIGNAL 3000S - Shutdown; guest sickness - ride will be back in operation soon.

- c. Take appropriate action to correct the situation.
- d. After the problem has been revised, restart the ride.

#### 4.5 Shutdown Due To Guest Injury

- a. Stop the ride.
- b. Call Monorail Control (ext. 240, 241) and report shutdown, using proper code and description of problem as follows:

SIGNAL 7000

Code yellow - need nurse at your location as soon as possible.

Code green - guest able to report to First Aid.

Code orange - guests or employees need ambulance for transportation.

NOTE: ONLY NURSE MAY CALL CODE ORANGE.

Code red - Emergency.

Notify your supervisor.

- c. After the problem has been revised, restart the ride.

#### 4.6 Guests with Special Needs

- a. Ride Restrictions for Pregnancy and other visible Handicaps

The following is the Standard Practice for restricting guest participation onto those rides that state, "It is not recommended that expectant

mothers, heart patients, and guests with back problems not experience this attraction."

Policy

Whenever pregnancy and other visible handicaps are obvious (neck braces, supportive back devices etc.) to our employees; we will not allow these guests to ride these attractions which are not recommended that they experience.

b. Ride Restrictions for Handicapped guests

The following is the Standard Practice for allowing guest participation on rides where the guest is confined to a wheelchair.

Policy

Employees may assist a handicapped guest onto and off of a ride when the guest's handicap is of a nature to allow the guest to lift himself or walk a limited distance. The employee assistance is designed to help steady or support the handicapped guest.

Employees may assist a handicapped guest onto and off a ride, even when the guest's handicap is of the nature, that the guest cannot lift himself or herself out of a wheelchair or similar device, if said guest is accompanied by one adult who is capable of lifting the handicapped guest onto or off of the ride. The employee assistance is designed to help steady or support the handicapped guest lifting the handicapped person.

Employees shall not remove or assist in the removal of a handicapped guest from his or her wheelchair or similar device when the guest cannot, on his own, lift himself or herself out of the wheelchair or similar device and is not accompanied by an adult guest who is capable of lifting the handicapped guest.

Whenever any unusual or questionable situation arises relative to assistance to be provided to a handicapped guest, or when a situation does not fall into one of the previous categories, the ride supervisor should be contacted.

A brief explanation of evacuation procedures should be given to handicapped guests, who have such handicaps that would render them unable to exit the ride in the normal procedure should the ride

## 5.0 GUEST RELATIONS/COMMUNICATION

- 5.1 One of your major responsibilities as an employee at Busch Gardens is to ensure that guest have an enjoyable day in the park. Courtesy with each guest is a must. No matter where you work, a smile and a friendly attitude will help you in performing your duties.
- 5.2 "You're" on stage is an important slogan at Busch Gardens. You will never have a second chance to make a first impression. Every effort should be extended toward our guest. As an Operations employee you are the front line public relations representative.
- 5.3 At times some guest will not enjoy all attractions at the park. This may be due to crowded days, inclement weather, or occasional attraction shutdowns. Should this situation arise, remember:
1. Listen attentively to the guest complaint.
  2. Use your good judgement in solving the problem, or contact your supervisor.
  3. Take an interest in their problem. If you can not help them contact someone who can. Your personal involvement mean alot to an unhappy guest.
- 5.4 Giving directions is just one of our many duties as an Operations employee. Most of our guest visiting our park are doing so for the first time. When a guest appears lost, it is our responsibility to offer assistance. By showing a guest the easiest way around the park, will ensure our guest will have an enjoyable day.
- 5.5 Refer to 5.3.
- 5.6 A neat and proper appearance is expected at all times. Your costume is essential to perform your duties. Without it, you will not be able to work. According to policy, a proper costume includes correct shoes, name tag, and conforming to grooming codes found in the park orientation manual.
- 5.7 Feedback is a most effective way of performing your job to the best of your ability. Whenever giving or receiving feedback always remember to express in a positive manner. The feedback you receive will be measurable and in relation to a goal. Feedback should also be specific and administered while the job is going on.

experience an electrical or mechanical failure, while they were experiencing the ride.

If a ride entrance is unsuitable for a guest with a wheelchair or similar device, BGT employees should direct the guest to an entrance (exit area) via special routes where available.

The following is then applicable:

Up to three guests and one guest in wheelchair

If the handicapped guest and companion meet the definitions of accessibility to the ride, they may remain together at the exit area and will be allowed to ride without waiting in line and will be loaded as soon as possible.

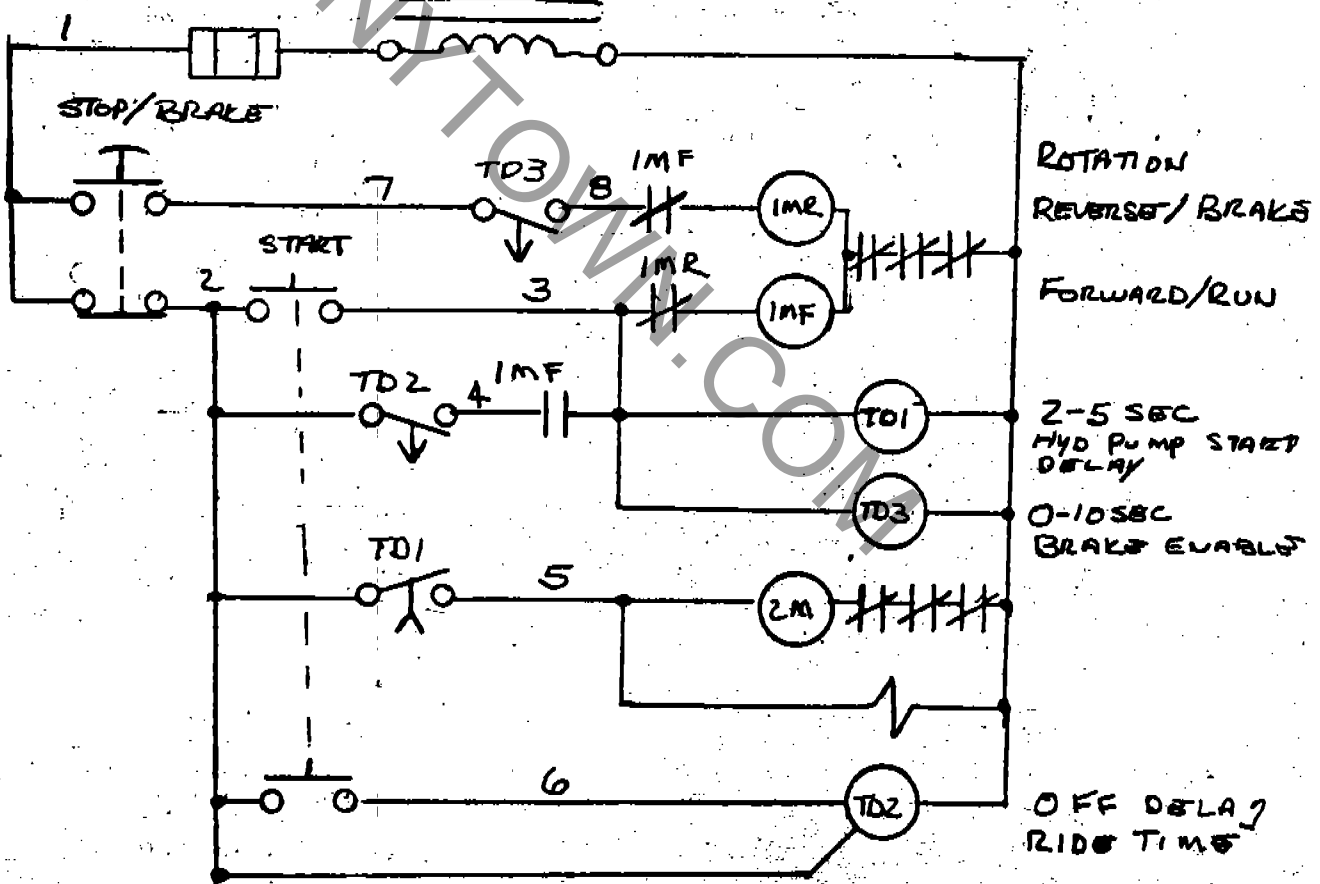
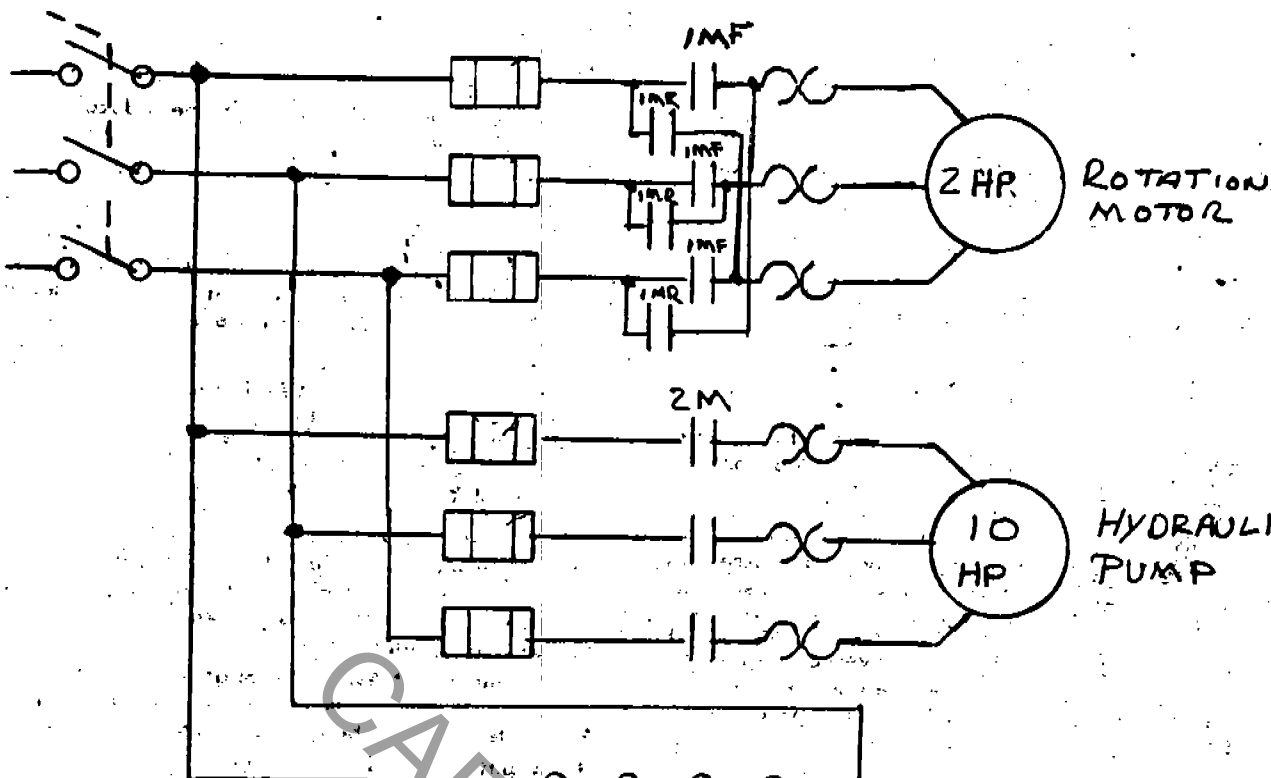
Four or more guests with one guest in a wheelchair

If the handicapped guest and one of the companions meet the definition of accessibility to the ride, then they may wait at the exit area determined by the BGT employee/supervisor

The remainder of the group must enter the queue line and wait their turn to ride.

The group will be reunited with the handicapped guests and will ride together.

Guests will be given the option of two consecutive rides if they so desire



BRADLEY & KAY  
RED BARLOW



**STRAIGHT BILL OF LADING - SHORT FORM - ORIGINAL - Not Negotiable**

RECEIVED, subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading.

**FREIGHT BILL NUMBER**  
**SHIPPER'S NUMBER**

From **BRADLEY & KAYE AMUSEMENT RIDES** DATE SHIPPED **MAY 2, 1983**

At **1524 WEST 15TH STREET LONG BEACH, CALIFORNIA 90813**

ORIGINATING CARRIER **TRI-STATE MOTOR TRANSIT**

EXECUTIVE OFFICES  
 P.O. BOX 113, JOPLIN, MO. 64

CONSIGNEE TO **BUSCH ENTERTAINMENT CORP.** (Mail or street address of consignee - For purposes of notification only.)

DESTINATION **TAMPA,** STATE **FLORIDA** COUNTY **33612**

DELIVERY ADDRESS **3605 BOUGAINVILLEA AVE.** (To be filled in only when shipper desires and governing tariffs provide for delivery thereat.)

CONNECTING CARRIER(S) \_\_\_\_\_ DELIVERING CARRIER \_\_\_\_\_ TRACTOR NO. \_\_\_\_\_ TRAILER NO. \_\_\_\_\_

Subject to Section 7 of conditions of applicable bill of lading, if shipment is to be delivered to consignee without recourse on the following statement: The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

*[Signature]*  
 (Signature of consignee.)

NUMBER PACKAGES	KIND OF PACKAGE	DESCRIPTION OF ARTICLES	SPECIAL MARKS AND EXCEPTIONS	WEIGHT (LBS. OR KGS.)	CLASS OR RATE	CH. COL.
1		<b>AMUSEMENT RIDE CONSISTING OF:</b>		<b>12,000 LBS.</b>		
1		<b>CENTER DRIVE ASSEMBLY</b>				
8		<b>FIBERGLASS WINGS</b>				
8		<b>FIBERGLASS SEATS</b>				
16		<b>BUNDLES CONTAINING HARDWARE</b>				
1		<b>CONTROL PANEL AND BOX</b>				
1		<b>SET CENTER COVERS IN BOX</b>				
8		<b>SWEEP ASSEMBLIES</b>				
				<b>P.O. #17047</b>		
DIMENSIONS OF CARGO BEFORE LOADED		LENGTH	WIDTH	HEIGHT	TOTAL FEET OF TRAILER SPACE OCCUPIED	
FT.	IN.	FT.	IN.	FT.	IN.	FT. IN.

If charges are to be prepaid with stamp here, "To Be Prepaid."

Rec'd \$ \_\_\_\_\_ apply in prepayment of the charge on the property described hereon.

Agent or Cashier.

Per \_\_\_\_\_ (The signature here acknowledges only the amount prepaid.)

Charges advanced: \$ \_\_\_\_\_

UNLESS A GREATER VALUE IS DECLARED, THE SHIPPER HEREBY RELEASES THE VALUE TO \$5000.00 PER TON OF 2000 POUNDS FOR EACH ARTICLE. THIS IS TO CERTIFY THAT THE ABOVE NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION, ACCORDING TO THE APPLICABLE REGULATION OF THE DEPARTMENT OF TRANSPORTATION.

UNLESS OTHERWISE NOTED VEHICLE CONTAINS HAZARDOUS MATERIALS PROPERLY PLACARDED IN ACCORDANCE WITH 49CFR172.506.

ARRIVED AT SHIPPER	DATE	TIME	PREARRANGED SCHEDULE	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE	TIME	LOADING STARTED	DATE	TIME
LOADING COMPLETED	DATE	TIME	VEHICLE RELEASED	DATE	TIME	SHIPPER'S SIGNATURE			
IF THIRD PARTY BILLING, BILL TO:					SHIPPER, PER <i>[Signature]</i>		AGENT, PER		

SIGNATURE TALLY RECEIPT — Must be filled out and signed at origin and each time the shipment changes custody.

DATE SHIPMENT RECEIVED FROM CONSIGNOR			2ND TIME CARGO CHANGED CUSTODY			3TH TIME CARGO CHANGED CUSTODY		
DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL
1ST TIME CARGO CHANGED CUSTODY			4TH TIME CARGO CHANGED CUSTODY			5TH TIME CARGO CHANGED CUSTODY		
DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL

ARRIVED AT CONSIGNEE	DATE	TIME	PREARRANGED SCHEDULE	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE	TIME	UNLOADING STARTED	DATE	TIME
UNLOADING COMPLETE	DATE	TIME	VEHICLE RELEASED	DATE	TIME	CONSIGNEE'S SIGNATURE			

X

**A1** 1524 WEST 15TH STREET LONG BEACH, CALIFORNIA 90813  
 ORIGINATING CARRIER **TRI-STATE MOTOR TRANSIT**  
 CONSIGNEE TO **MUNCH ENTERTAINMENT CORP.**  
 DESTINATION **TAMPA, FLORIDA 33612**  
 DELIVERY ADDRESS **3605 BOURGAINVILLEA AVE.**

**EXECUTIVE OFFICES**  
 P.O. BOX 113, JOPLIN, MO. 64  
 Subject to Section 7 of conditions of applicable bill of lading, if shipment is to be delivered to consignee without recourse on a consignor, the consignor shall at the following statement: The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

CONNECTING CARRIER(S) \_\_\_\_\_ DELIVERING CARRIER \_\_\_\_\_ TRACTOR NO. \_\_\_\_\_ TRAILER NO. \_\_\_\_\_

QUANTITY	DESCRIPTION OF ARTICLES, SPECIAL MARKS, AND EXEMPTIONS	WEIGHT	CLASS	EX.
1	<b>AMUSEMENT RIDE CONSISTING OF:</b>	<b>12,000 LBS.</b>		
1	<b>CENTER DRIVE ASSEMBLY</b>			
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1	<b>CONTROL PANEL AND BOX</b>			
1	<b>SET CENTER COVERS IN BOX</b>			
8	<b>SWEEP ASSEMBLIES</b>			

*[Handwritten Signature]*  
 (Signature of consignor)  
 If charges are to be prepaid or stamp here, "To Be Prepaid."

DIMENSIONS OF CARGO BEFORE LOADED	LENGTH		WIDTH		HEIGHT		TOTAL FEET OF TRAILER SPACE OCCUPIED	
	FT.	IN.	FT.	IN.	FT.	IN.	FT.	IN.

Rec'd \$ \_\_\_\_\_  
 apply in prepayment of the charge on the property described herein.  
 Agent or Cashier.  
 Per \_\_\_\_\_  
 (The signature here acknowledges only the amount prepaid.)  
 Charges advanced: \$ \_\_\_\_\_

UNLESS A GREATER VALUE IS DECLARED, THE SHIPPER HEREBY RELEASES THE VALUE TO \$5000.00 PER TON OF 2000 POUNDS FOR EACH ARTICLE. THIS IS TO CERTIFY THAT THE ABOVE NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION, ACCORDING TO THE APPLICABLE REGULATION OF THE DEPARTMENT OF TRANSPORTATION.

UNLESS OTHERWISE NOTED VEHICLE CONTAINS HAZARDOUS MATERIALS PROPERLY PLACARDED IN ACCORDANCE WITH 49CFR172.506.

ARRIVED AT SHIPPER	DATE	TIME A.M. P.M.	PREARRANGED SCHEDULE	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE	TIME A.M. P.M.	LOADING STARTED	DATE	TIME A.M. P.M.
LOADING COMPLETED	DATE	TIME A.M. P.M.	VEHICLE RELEASED	DATE	TIME A.M. P.M.	SHIPPER'S SIGNATURE			
IF THIRD PARTY BILLING, BILL TO:					SHIPPER, PER		AGENT, PER		

SIGNATURE TALLY RECEIPT — Must be filled out and signed at origin and each time the shipment changes custody.

DATE SHIPMENT RECEIVED FROM CONSIGNOR			2ND TIME CARGO CHANGED CUSTODY			3RD TIME CARGO CHANGED CUSTODY			4TH TIME CARGO CHANGED CUSTODY		
DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.	DATE	TIME	TRACTOR NO.
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL
DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL	DRIVER'S SIGNATURE		HOME TERMINAL

ARRIVED AT CONSIGNEE	DATE	TIME A.M. P.M.	PREARRANGED SCHEDULE	<input type="checkbox"/> YES <input type="checkbox"/> NO	DATE	TIME A.M. P.M.	UNLOADING STARTED	DATE	TIME A.M. P.M.
UNLOADING COMPLETE	DATE	TIME A.M. P.M.	VEHICLE RELEASED	DATE	TIME A.M. P.M.	CONSIGNEE'S SIGNATURE			
RECEIVED THE ABOVE DESCRIBED PROPERTY IN GOOD CONDITION EXCEPT AS NOTED						<b>X</b>			

NUMBER MOD 086038998

*TRK STATE  
 SUICIN. MO*

*3*

# BRADLEY & KAYE

1524 WEST 15TH STREET, LONG BEACH, CALIFORNIA 90813 (213) 436-0022 • 436-6880

## Transmittal Sheet

PAGE 1 OF 1 DATE May 3, 1983  
 VIA Express MAIL

TO: MR. MICK MUSELLA  
 Busch Entertainment Corp.  
 P.O. Box 9158  
 Tampa, Florida 33612

SUBJECT: Hanglider Ride

**ATTENTION:**

WE ARE SENDING YOU  Attached  Under separate cover via \_\_\_\_\_ the following items:  
 Shop drawings  Prints  Plans  Sepias  Specifications  
 Copy of letter  Tracings  \_\_\_\_\_

COPIES	DATE	NO.	DESCRIPTION	PREPARED BY
1		B926	Hanglider Center Assembly Instructions	
1		D237	Hanglider Vehicle Assembly	
1		D743	Red Baron Final Assembly	
1		D742	Red Baron Drive Unit Assembly	
1			Industrial Electric Reels, Catalog CR-82	
1			UCC Catalog	
1			Dana Catalog	1) Baldor Electric Motor Catalog
1			Ortman Catalog	1) Double A Catalog 11200-P
1			Dodge Catalog 499350	1) Electric Schematic

THESE ARE TRANSMITTED as checked below:

- For approval
- For your use
- As requested
- For review and comment
- Approved as submitted
- Approved as noted
- Returned for corrections
- \_\_\_\_\_
- Our production schedules are based on your return of one print marked with your approval and/or comments on or before \_\_\_\_\_
- We are proceeding with procurement and/or fabrication

REMARKS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DISTRIBUTION: ORIGINAL TO ADDRESSEE W/ \_\_\_\_\_

CC \_\_\_\_\_

CC \_\_\_\_\_

SIGNED: 