

# General Information



## ARRANGEMENT

Every effort has been made to produce a catalog which is easy to use and practical in application. New specifications and modifications, as to size and dimensions, have been incorporated in the listings. In all assemblies standard catalog parts are followed by a cross-referenced catalog number to facilitate replacement orders. The catalog is divided into three main sections for easier reference: Interchangeable Ground Glass Apparatus, Semi-Ball Apparatus, and Microchemical Apparatus. For the convenience of our customers, a very useful set of conversion tables is included on pages 389 and 390.

## SPECIFICATIONS

The catalog specifications and descriptions are of necessity condensed in order to conserve space, but they are as close a representation of the items as possible. In order to keep abreast of the latest developments in design and construction, we reserve the right to change and alter specifications, and to substitute improved forms. We must also reserve the right to discontinue certain items and to add new ones. When ordering, please specify catalog number, type, capacity, or dimensions. This will enable us to fill your order promptly and without error.

All rubber hose connections are now furnished with serrated tubing. The slight taper permits easier connecting, provides a tighter seal, and eliminates hazard of broken glass.

## SHIPMENTS

Shipping instructions of our customers are followed exactly whenever they do not violate the rules of the Interstate Commerce Commission or any other regulating body. Wherever instructions are lacking, we will use our judgment and ship all orders the safest and most economical way.

## PRICES

All prices are subject to change without notice. The prices in this catalog are intended to serve only as a guide. All orders received without advance quotations will be invoiced at prices prevailing on day of shipment. Exact current prices will be quoted promptly on request. We make no extra charge for domestic packing or boxing. There is an extra charge for export shipping because of the special packing and cases required.

In general, savings resulting from decreased handling costs are passed on to the purchaser by extending quantity discounts. A discount of 10% applies when a package quantity is ordered as indicated under the various items. Additional information on larger discounts will be furnished on request, when quantities in excess of package lots are purchased.

## TERMS

Payment of invoices are all 30 days net cash from day of shipment, unless otherwise arranged. In order to avoid unnecessary delays, purchasers who have no account with us and who have no mercantile rating, should accompany their first order with commercial references or with remittance in cash, check, or money order. Foreign orders are accepted when accompanied by a bank draft, a sight draft against documents, or an irrevocable letter of credit. All payments must be in United States currency.

## BREAKAGE AND SHORTAGE

All orders are carefully packed by personnel experienced in handling glassware and other scientific equipment, and are delivered to the carrier in good order. Where breakage has occurred, report to us immediately the extent and kind of loss, and notify the express or freight agent, requesting an inspection report. Where shipments have been prepaid by us to the destination, we assume full responsibility for loss or damage to material. The inspection report should be forwarded to us to assist in settling our claim. Upon receipt of your report, prompt replacement will be made. No shortage claims can be accepted more than 30 days after shipment of goods.

## RETURN OF MATERIALS

We request that no merchandise be sent back to us until we have been advised as to the reason for the return. This procedure will facilitate credit and adjustment. The necessary instructions will be issued and after the return is arranged, the material should be plainly marked with the sender's name, address, and order number.

## SPECIAL APPARATUS

Our technical staff and modern manufacturing facilities for Glassblowing, Grinding, and Engraving provide for prompt and accurate construction of special glass apparatus. Quotations will be furnished promptly on request. A publication reference, blueprint, or sketch is all that is required. Any item in our catalog for which a modification is required will be considered a special order not subject to usual discounts. Orders for apparatus built to customer's specifications are not subject to cancellation.

## REPAIR SERVICE

Frequently, broken glassware can be salvaged or repaired at a fraction of its original cost. Our repair department saves many of our customers thousands of dollars annually. The next time you have broken glassware, send it to us for repair. It should be thoroughly cleaned and well packed to prevent further breakage. If desired, we will quote before proceeding with the repair.