

## **Parts: Pick-up or Wait for Delivery? – Policy and Procedure**

1 - Is the part likely to arrive (80%+ sure) before the tech is ready for the part?

*Get the part delivered as soon as possible.*

2 - Is the part NOT likely to arrive before the tech is ready for the part, and is the part in the Grand Rapids area?

*Send someone to pick it up.*

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3 - Is it unclear if the part will arrive before the tech is ready for it, and is the part in the Grand Rapids area?

*Send someone to pick it up.*