



## **ABCO ADVISOR GENERAL UPDATE**

### **Order Verification Process Improvement**

**3/8/06**

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ABCO is pleased to announce an improvement to the order verification process effective March 20<sup>th</sup>:

- An order verification will be sent as always after the order is released in the ABCO system. The customer will be asked to verify order accuracy and notify ABCO Customer Service of any discrepancies/changes within 24 hours. The ship date will not be included on this verification.
- A schedule acknowledgement will then be sent after the order has been scheduled for production verifying the actual shipment date.

Sample cover letters are attached. If you have any questions, please contact Customer Service at 800-336-0070.