

## TEMPLATE SPECIFICATION SHEET

Chevron Glass processes customer supplied templates using state-of-the-art scanning equipment. Exact size templates are scanned using in-built optical sensors in our automatic glass cutting machinery. The scan is then imported into software allowing us to “replicate” the individual template shape, including holes, cut-outs and notches, which is then converted into our various glass processing machinery.

The following specifications are intended to reduce any lost time due to an unacceptable template with the main consideration being that the quality of the template will largely affect the outcome of the finished product. Slight template imperfections can be adjusted with the scanning software.

- CAD or similar computerised drawings are acceptable and **preferred** to actual templates.
- A template handling charge will apply in addition to other charges for all orders to template.
- All templates must be of a sturdy material, such as timber, ply, MDF, White Corflute, Perspex or metal. White Corflute is preferred due to it being a lightweight, waterproof material.
- Black or dark coloured templates may not be suitable for scanning.
- Templates must be actual FULL SIZE with finished sizes marked on the face of the template.
- Templates that can be stretched or shrunk, such as paper or plastic, will not be accepted.
- Templates made of glass are **not acceptable**, due to scan sensor limitations and WH&S concerns.
- All templates must have customer’s name and order number clearly marked, attached or followed up with an emailed order.
- Templates for products with coated surfaces, mirror or patterned glass must be clearly defined which surface is the face.
- Templates made with multiple thicknesses or with protruding screws or nails will not be accepted.
- Templates to be returned to the customer must be labelled accordingly.
- Templates for toughened glass must clearly show where the Standards logo is to be located.
- Templates for toughened glass must comply with Chevron Toughened Glass Specifications covering sizes, notches, holes etc. for toughened glass.
- Templates with added or subtracted measurements will not be accepted.
- Multi-dimensional templates will not be accepted, i.e. one template must refer to one glass panel.
- Broken or damaged templates will not be accepted.
- Radius corners drawn on orders will not be accepted as a template unless an accompanying specified dimension is included.
- Hole positions on templates should be clearly marked with a cross to identify centre point or supplied with required hole sizes drilled in the template.

Chevron Glass may request adjustments to any order due to manufacturing limitations or WHS considerations. Any requirement not covered by these specifications should be referred to our Production staff for approval prior to processing.

Updated 7/7/20