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## WAREHOUSE POLICY

1. All materials due for the manufacturing process must be received 48 hours in advance to schedule production.
2. Raw materials held at Navasthala for longer than 5 days shall carry a rental charge at the discretion of the management.
3. The client shall be informed of the completion of order upon which the items needs to be picked up within 5 working days.
4. Unless exempted, rental charges shall apply for late pick up.