



**INDUSTRIAL
LUMBER &
PLYWOOD, INC.**

ILP RETURN PROCESS



STEP 1

**CONTACT
THE OFFICE**

Email or
call the office
with your
product return



STEP 2

**CREDIT
ENTERED**

Office enters
material pick up
and emails
acknowledgment



STEP 3

**MATERIAL
PICKED UP**

Material is
picked up by
ILP or brought
to Will Call



STEP 4

**YARD CHECK
IN**

Yard foreman
checks
material back
into warehouse



STEP 5

**CREDIT
PROCESSED**

Yard returns
paperwork to office,
credit entered and
emailed to you!

TO ENSURE FULL CREDIT, PLEASE:

612-521-4767
CITYDESK@
INDUSTRIALLUMBER.NET

NO markings on materials
Cardboard or band for pick up

Send copy of return w/ material
Note any changes or additions