


**From:** [Kathleen Railey](#)  
**To:** [Juan Valencia](#); [Oscar Dussan Navarro](#)  
**Cc:** [Todd Parrett](#); [Forrest Buck](#)  
**Subject:** SPARE PARTS PICK ORDER  
**Date:** Friday, January 24, 2025 10:57:00 AM  
**Attachments:** [RWP BMX SPARE PARTS PICK and PACK.pdf](#)

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Please approve the attached for spare parts. This will be issue to mfg floor for the team to pick the parts from inventory, put in a box with the bubble wrap and prepare for shipment.

We will also have the hardware box label and shipping label.

<b>Order No:</b> RWP1122	<b>Customer:</b> Hilton Test Company	Single Roller Shade	Items 1 of 15
<b>Due Date:</b> 12-06-2024	<b>Cust Ref:</b> 24-631 Keep		
<b>Operation:</b> Manual	<b>Spec:</b> TAB	RWP11220011	
<b>Control:</b> Left		<b>Room Tag:</b> Room 1	
<b>Color:</b> Brown	<b>Fabric:</b> Anarchy SH118	<b>Unit:</b> TAB	
<b>Height:</b> 52	<b>Cut Ht:</b> 66	<b>Location:</b>	
<b>Width:</b> 36	<b>Cut Wd:</b> 34 3/4		
<b>Special Instructions:</b> More info to be advise later			<b>FABRIC BAND</b>

Shipping label

READ WINDOW PRODUCTS 2742-A Tucker Street Ext Burlington, NC 27215	<b>Hilton Test Company</b> 1823 Eastchester DDrive High Point, NC 27265
Job #: RWP1122 Cust. Ref: 24-631 Keep	

And Delivery note = Packing list.

## Delivery Note

### Read Window Products

5900 Weisbrook Lane  
Phone : 865-675-4086  
Email : orders@readwindow.com  
Website : www.readwindow.com

#### Invoice Address

DOUG BRYANT  
Profillment  
WICHITA, Kansas 67201

#### Delivery Address

DOUG BRYANT  
Profillment  
WICHITA, Kansas 67201

Job Ref No	Date	Job Description	RWP Project Manager	Cust Ref.
RWP1160	24-01-2025		Kathleen	24-556 Missing Parts

Line	Product Name	Description
1	Spare Products	Unit Type: Inches, Unit Type: Inches, Quantity: 1, Supplier: Readwindow, Manual Control: Ball Stop,Chain Hold Base Clear, Chain Diverter: Chain Diverter 3in

Best regards,

**Kathleen Railey**

Business Process Manager

**Culp Inc**

**High Point, NC. 27262**

Tel: 336 881 5613

Mob: 336 862 2528

Fax: 336 882 7648

**WeChat ID: Krailey520**

**Read Window Products**

**RWP - Roller Shades**

**Manual Single Roller Shade**

**Sale #:** 420853

**Project:** 24-839 LivAway Smyrna, TN (PO013569)

**Site Location:** Smyrna, TN

**Date of Order:** 11/13/2024

**Purchase Order:** 020223

Date \_\_\_\_\_

Signature \_\_\_\_\_

Header info is same

No.	Item Number	Category	Item Description	Pick Quantity
1	1003310	Motorization	Sonesse Ultra 30 WireFree RTS (Li-ion)	7
2	9025166	Motorization	Lithium-ion Charger (V2 Head) for Somfy Motors	7
3	ACMOTOR35MM	Motorization	Automate E-Motor [35mm/6.0Nm/33]	4
4	ACMOTOR35MM	Motorization	Automate E-Motor [35mm/6.0Nm/33]	4
5	BALLSTOP	Hardware	Ball Stops (100 per pack)	7
6	BOTLABEL	Hardware	Bottom Rail Safety Label 5.1.1 (250 per roll)	46
	Total			75