



## WHAT TO EXPECT IF YOU ARE A RETAIL CUSTOMER

### Stay Home if Unwell

- Do not come to our location if you have recently travelled, are experiencing any cold or flu symptoms or if you have come into contact with someone who is ill.

### Placing an Order

- At this time, orders can only be placed during our regular business hours by phone or email. We are only offering curbside pick up or delivery and our main office is closed to all foot traffic.
- Paperwork is provided by electronic means only. We can only accept credit card payment over the phone. If you need to pay by cash or debit please call us to make an appointment with one of our team members and we will do our best to accommodate.

### Placing an Order for Pick Up

- Ensure to receive the invoice number from the sales associate if the order is for pick up.
- We recommend that you place orders ahead of time. We ask for a minimum of 15 minutes notice for all pick up orders. This allows the sales department time to process the order and electronically send it to the yard department. The yard department may be able to prepare the order which will reduce the amount of time you or your worker is onsite.
- When you arrive on site, please drive straight down the laneway past the main office, and turn left to drive around the back of the building to the stop sign. Follow the upper yard signage. A yard associate will meet you at the stop sign and direct you to the proper pickup location.
- The yard associate will require the invoice number provided by the sales associate prior to allowing entry throughout the yard.
- All customers on site are to follow physical distancing guidelines, and maintain a safe distance of 2 metres (approximately 6.5 feet) from any other individuals.
- Stay in your vehicle at all times while being loaded, unless instructed to do otherwise by a yard associate. If you are asked to exit your vehicle, stand near the front at the hood.

### Placing an Order for Delivery

- Paperwork is provided by electronic means only.
- All deliveries are guaranteed to be curb-side placement. If further placement instruction is given when placing the order, the truck driver will do their best; however, it is always up to the truck driver's discretion. The truck driver will not ring the doorbell or knock on the door.

- All deliveries are contact-free. We ask all individuals at a delivery site (i.e. homeowners, contractors, etc.) to remain inside the home or in the backyard while the truck driver completes the delivery. If communication with a truck driver is required, it must be completed by phone only.
- Truck drivers have been trained to maintain physical distancing from all other individuals and to return to their truck should an individual approach.

### **Visiting Our Display Yard**

- Our display yard is open during our regular business hours, however this area is unstaffed. If you require assistance, please contact our main line and we will be happy to help you via phone.
- We ask that all individuals remain a minimum of 2 metres from all other individuals.
- Time in the display yard should be limited to 20 minutes per visit.

### **Brochures**

- We encourage you to refer to our website to access electronic brochures to browse products: <https://arnts.ca/download-brochures/>
- Hard copies are available onsite. If you would like to pre-order brochures, email [info@arnts.ca](mailto:info@arnts.ca) or call into the call centre. We will package them up for you!

### **Bag Your Own Area**

- The bag your own section has been reopened.
- We encourage customers to bring their own shovels.
- Customer must sanitize their hands before and after bagging their material at one of our sanitizer stations in the parking lot.
- Customers must wear a mask when bagging.

### **Returns of Product**

- We are now accepting returns!
- Returns are subject to a 25% restocking fee
- Returns of empty WonderTote and supersac bags are a \$5 in-store credit only (not eligible for a cash refund)
- Refunds are accepted for material if:
  - There is a corresponding invoice
  - Material is in its original condition or packaging
  - Specific sets of concrete or wall stones that were originally packaged in sets are returned in the proper sets
  - Material is returned within 90 days of purchase; however, due to the pandemic, we will accommodate and extend the date as necessary

## **Availability of Product**

- We are proud to continue securing material to contribute to the acres of inventory that we continue to stock.
- Please be advised, that many of our supplier manufacturing plants are experiencing delays due to COVID-19 as they have had to deal with plant closures, new safety and cleaning protocols and a reduced workforce. Therefore, there may be an increased wait time for product orders and a higher quantity of materials that are unavailable moving forward.
- We are committed to acquiring product orders as soon as possible. We will work diligently with our suppliers and communicate any delays or suspensions immediately.
- Contact us before you sign a contract for a quote with a customer to confirm product availability!

While we are open, this is not business as usual. Our safety measures will continue to evolve. Please check our website for operation updates and for when we are able to resume regular business operations. Continue to connect with us via email, phone and social media outlets. It is important at this time that we collectively continue to follow all safety measures. On behalf of everyone at Arnts The Landscape Supplier Inc. we thank you for your continued understanding and patience during this time.

**We understand that fighting COVID-19 is a shared responsibility.  
We intend to do our part.**

*Last Updated January 13th, 2021*