# **Chapter C1**

# Ordering information



### **Revision 4 June 22, 2017**

Individual chapters of the Kalsi Seals Handbook<sup>TM</sup> are periodically updated. To determine if a newer revision of this chapter exists, please visit <a href="https://www.kalsi.com/seal-handbook/">https://www.kalsi.com/seal-handbook/</a>.

**NOTICE:** The information in this chapter is provided under the terms and conditions of the Offer of Sale, Disclaimer, and other notices provided in the front matter of this handbook.

## 1. Kalsi Seal<sup>™</sup> stocking policy

Seal inventory is based on the projected needs of regular customers. Sizes and compounds that are ordered on a regular basis are normally kept in stock. Please place orders well in advance of anticipated need to insure timely availability.



Figure 1
Large inventory, rapid shipping worldwide

We take a conservative approach to inventory control, and maintain a large seal inventory so that we can respond quickly to customer orders. Inventory control is based on careful analysis of sales history and trends. We ship from our Sugar Land, Texas facility, and our staff is well-versed in achieving rapid delivery worldwide. Storage and manufacturing sites are geographically dispersed, as an additional level of conservatism.

### 2. Policy for providing new Kalsi Seal sizes in standard cross-sections

New sizes of most types of standard cross-section Kalsi Seals® can be typically furnished in 8 to 12 weeks, depending upon engineering and manufacturing backlogs. Expediting fees to cover overtime expenses can sometimes accelerate delivery, depending on backlogs and personnel availability. New sizes require a one-time partial tooling charge to help defray some of the associated engineering, machining and miscellaneous setup expenses. The resulting tooling belongs to Kalsi Engineering. Call 281-240-6500 for quotations. Purchase orders for tooling should also include a seal order so that seal manufacture can be scheduled to meet your delivery needs.

#### 3. Policy for providing new non-standard Kalsi Seal Sizes

Non-standard cross-sectional sizes of Kalsi-brand rotary seals can typically be furnished upon request. Please add from 1 to 4 weeks to delivery for any additional engineering that may be required. Non-standard cross-sections are often made to fit unusual space constraints. If the seals are appropriate for general sales, the one-time partial tooling charge is no different than it would be for standard cross-sections. For an additional fee, non-standard cross-sections can also be made for an Original Equipment Manufacturer (OEM) so that the seals are marked with the OEM name and are intentionally non-interchangeable with standard Kalsi Seal cross-sections. This enables the OEM to control and profit from the replacement rotary seal market. Initial and replacement tooling charges and tooling maintenance charges for such seals are not subsidized by Kalsi Engineering, although ownership of the tooling remains with Kalsi Engineering. Call 281-240-6500 for tooling quotations.

#### 4. Ordering Kalsi-brand rotary shaft seals

The seal products described in this handbook are offered for sale under the provisions stated in the "Offer of Sale" that is included at the front of this handbook. Kalsi Engineering prefers not to use distributors. We prefer to sell direct to eliminate "middleman" expenses, and to remain closely in touch with our customers and their application requirements, so that we can provide optimal customer support. Seal purchase orders should be sent to the attention of the Product & Sales Coordinator at fax number 281-240-0255, or by e-mail to sealsdesk@kalsi.com. Please send the following information to set up an account:

#### **U.S. Customers**

- Credit references
- Texas resale certificate<sup>1</sup> or tax permit number, as applicable
- Shipping and billing addresses
- Your shipping account number (FedEx, UPS, etc.)

#### **International Customers<sup>2</sup>**

- Credit and banking references
- Customs information (In Canada, customs broker information)
- Shipping and billing addresses
- Your shipping account number (FedEx, UPS, etc.)

Contact Kalsi Engineering

Search this handbook

<sup>1</sup> Texas Comptroller of Public Accounts form 01-339.

To protect our intellectual property interests, we prefer to have an international sales agreement in place before selling our rotary seals to foreign companies.

#### Wire transfer & credit card payment options

If desired, payment can be made via wire transfer, subject to a nominal transaction fee. Wire transfer information will be provided upon request. Payment by credit card can also be arranged.

#### 5. Understanding Kalsi Seal part numbers

Part numbers for Kalsi Seals are based on drawing numbers, and related drawings are assigned the same base number, which is reserved from a sequential base number list. For example, "507" is the assigned base number for Wide Footprint Seals<sup>TM</sup> with zigzag waves, and was the 507<sup>th</sup> base number that was reserved under our drawing system.

"507-26" is an example of a complete drawing number for a particular Wide Footprint Seal<sup>TM</sup>. The suffix "-26" that follows the "507" base number is reserved from a drawing number assignment list. All the suffix "-26" means is that the drawing number 507-26 is the 26<sup>th</sup> drawing number reserved under the base number "507".

For single item drawings, the part number is the same as the drawing number. For tabulated drawings, the part number is the drawing number plus a standardized "dash number" from the drawing table of materials. For example, dash number 10 (-10) represents an 80 Shore A HNBR, and dash number 30 (-30) represents an 80 Shore A FKM. As an example of a complete part number, 507-26-10 represents a seal made with the -10 seal material using tabulated drawing 507-26.

To ensure uniformity, seal dash numbers are governed by a source control drawing that establishes the material represented by each standardized dash number.

In certain rare cases, an additional code follows the dash number. Where applicable, these codes are described in the "Catalog & Technical Data" section of this handbook.