

I SERIES

Installation and Operation Quick Start Guide



Models

Point Source 800 (IP8-xxxx)

Point Source 600 (IP6-xxxx)

Subwoofer 800 (IS8-xxxx)

Subwoofer 600 (IS6-xxxx)



IMPORTANT SAFETY INSTRUCTIONS

Always follow these basic safety precautions when using or installing I SERIES loudspeakers and accessories:

- Read these instructions prior to assembly.
- Keep these instructions for reference.
- Heed all warnings.
- Follow all instructions, particularly those pertaining to rigging, mounting, hanging and electrical connections.
- Do not use this apparatus near water.
- Clean only with dry cloth.
- Do not block any ventilation openings. Install in accordance with the manufacturer's instruction.
- Do not install near any heat sources such as radiators, heat registers, stoves, or other apparatus (including amplifiers) that produce heat.
- Only use attachments and accessories that are specified and approved by the manufacturer.

Refer all servicing to qualified service personnel. Servicing is required when the apparatus has been damaged in any way, such as liquid has been spilled or objects have fallen into the apparatus, the apparatus has been exposed to rain or moisture, does not operate normally, or has been dropped.

The terms CAUTION, WARNING, and DANGER may be used in this manual to alert the reader to important safety considerations. If you have any questions or do not understand the meaning of these terms, do not proceed with installation. Contact your local dealer, distributor, or call Community directly for assistance. These terms are defined as:



CAUTION: describes an operating condition or user action that may expose the equipment or user to potential damage or danger.



WARNING: describes an operating condition or user action that will likely cause damage to the equipment or injury to the user or to others in the vicinity.



DANGER: describes an operating condition or user action that will immediately damage the equipment and/or be extremely dangerous or life threatening to the user or to others in the vicinity.

These installation instructions are for use by qualified personnel only. To reduce the risk of fire or electric shock do not perform any servicing other than that contained in the operating instructions unless you are qualified to do so.

RIGGING AND ELECTRICAL SAFETY



IMPORTANT: The loudspeakers described in this manual are designed and intended to be mounted to differing building surfaces using a variety of rigging hardware, means and methods. Installation of loudspeakers should only be performed by trained and qualified personnel. All electrical connections must conform to applicable city, county, state, and national (NEC) electrical codes.



DANGER: All rigging fittings must be fully tightened and secured. Any missing fasteners or parts will compromise the structural integrity of the enclosure and constitute a safety hazard. Do not suspend this loudspeaker unless all fasteners are securely in place!



DANGER: It is possible to experience severe electrical shock from a power amplifier. Always make sure that all power amplifiers are in the "OFF" position and unplugged from an AC Mains supply before performing electrical work.



IMPORTANT: Refer to the sections on installation and connections later in this manual for additional information on rigging and electrical safety.



IMPORTANT: The flat-head hex-drive rigging screws that come installed in each enclosure must either be replaced with rigging brackets and threaded fasteners, or they must be kept in place to seal the enclosure from air leaks. If the rigging fittings do not remain sealed, air leaks will occur in the enclosure that will compromise the low-frequency performance with distortion, reduced output, and premature driver failure.

UNPACKING / INSPECTION

Community I SERIES loudspeakers are engineered and manufactured to be rugged and they are carefully packed in sturdy cartons. However, it is recommended to thoroughly inspect each unit after it has been removed from the packaging, as damage could occur during shipping.

Please note that once the shipment has left your dealer or the Community factory, the responsibility for damage is always borne by the freight company. If damage has occurred during shipping, you must file a claim directly with the freight company. It's very important to contact the freight company as soon as possible after receiving your shipment, as most freight companies have a short time limit within which they will investigate claims. Make sure to save the carton and the packing material, as most claims will be denied if these materials are not retained. Your Community dealer and the factory will try to help in any way they can, but it is the responsibility of the party receiving the shipment to file the damage claim.

It is always a good idea to retain the carton and packing materials, if possible, in the event that the unit may need to be returned to your dealer or distributor for repair in the future.

IN THE CARTON

Each shipping carton contains the following:

- Loudspeaker (fully assembled)
- Rubber feet and attachment screws (subwoofers only)
- Information packet



DANGER: I SERIES rigging fittings are rated at a Working Load Limit (WLL) of 225 lbs (102.1 kg) with a 10:1 safety margin. No single rigging fitting should ever be subjected to a load that is greater than this stated limit. Failure to heed this warning could result in injury or death!

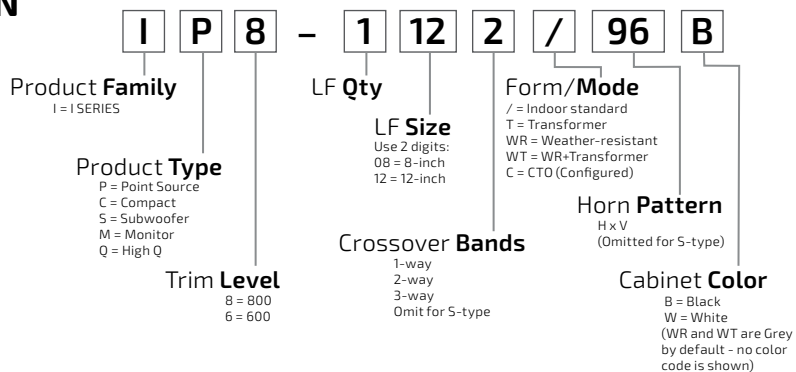


CAUTION: Installation of I SERIES loudspeakers should only be performed by trained and qualified personnel. It is strongly recommended that a licensed and certified professional structural engineer approve the mounting. Severe injury and/or loss of life may occur if this product is improperly installed.

PRODUCT NAMING CONVENTION

I SERIES presents a logical way of easily deciphering each model's characteristics (family, type, level, number and size of woofer, crossover bands, and horn pattern). The diagram at right demonstrates the product naming convention behind each model.

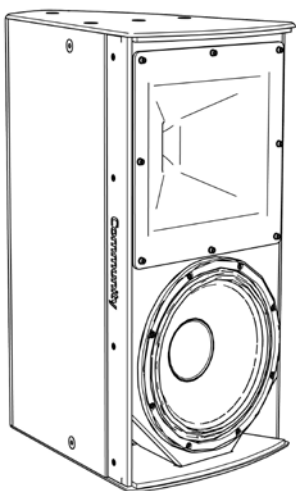
IP8-1122/96B translates as:
 I SERIES Point Source 800
 Single 12-inch Two-way, 90° x 60°, Black



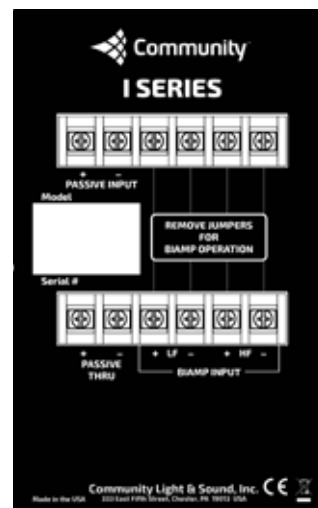
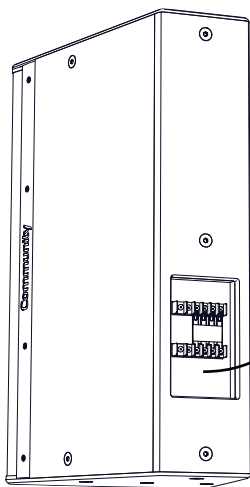
PRODUCT REPRESENTATION

I SERIES LOUDSPEAKER (2-WAY TYPICAL)

Models: IP8-1122/xx, IP8-1152/xx, IP6-1122/xx, IP6-1152/xx - each model has 6 horn patterns



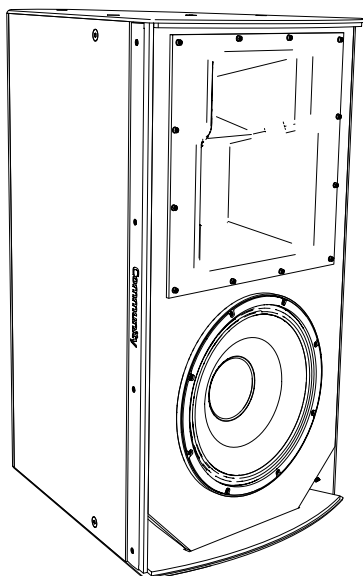
IP8-1122, IP6-1122



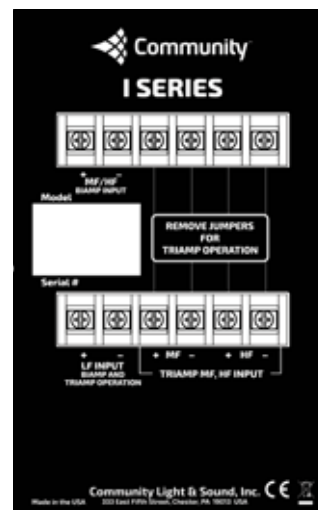
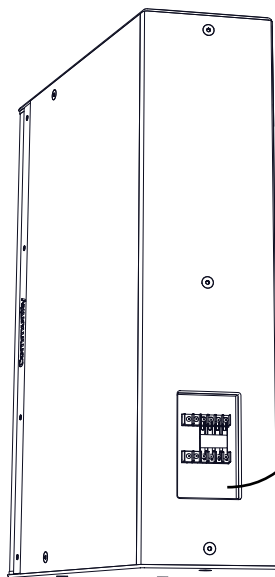
2-way Input Panel

I SERIES LOUDSPEAKER (3-WAY TYPICAL)

Models: IP8-1153/xx - 3 horn patterns



IP8-1153

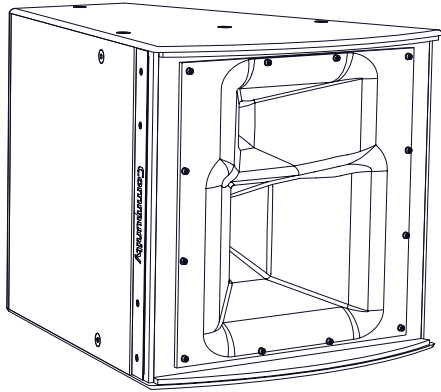


3-way Input Panel

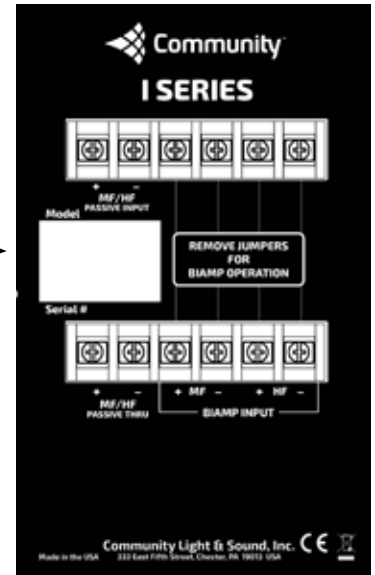
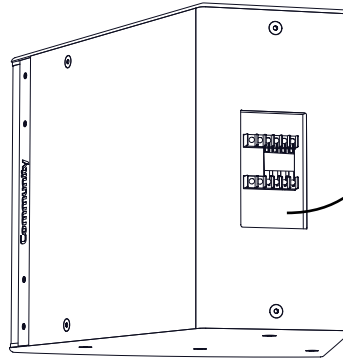
PRODUCT REPRESENTATION

MID-HIGH FREQUENCY LOUDSPEAKER

Models: IP8-0002/xx - 3 horn patterns



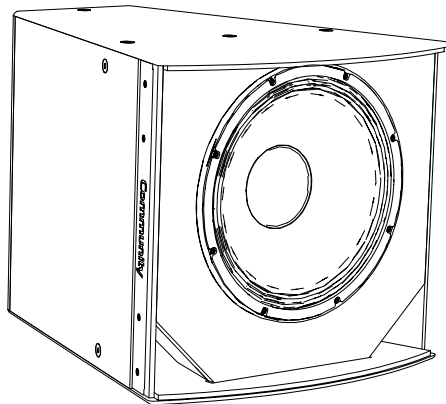
IP8-0002



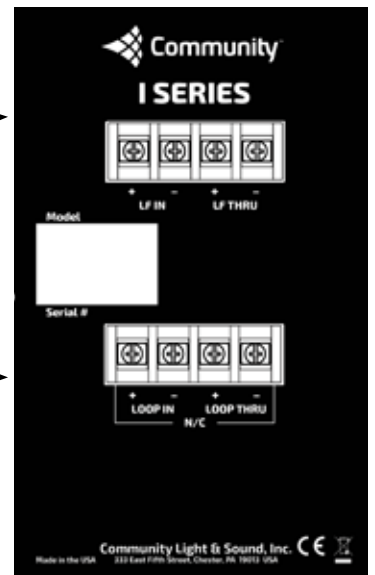
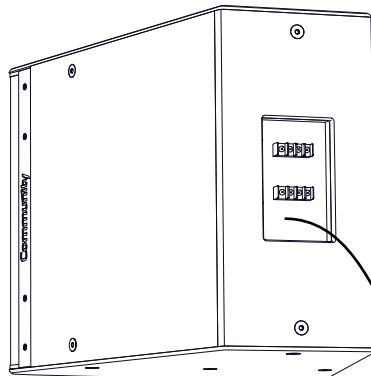
MF/HF Input Panel

LOW FREQUENCY LOUDSPEAKER

Model: IP8-1151



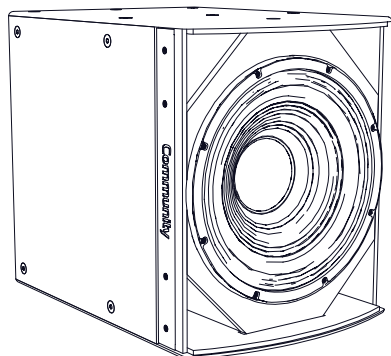
IP8-1151



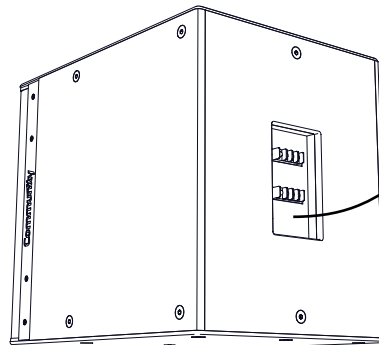
Single Sub Input Panel

SINGLE DRIVER SUBWOOFER (TYPICAL)

Models: IS8-112, IS8-115, IS8-118, IS6-112, IS6-115, IS6-118



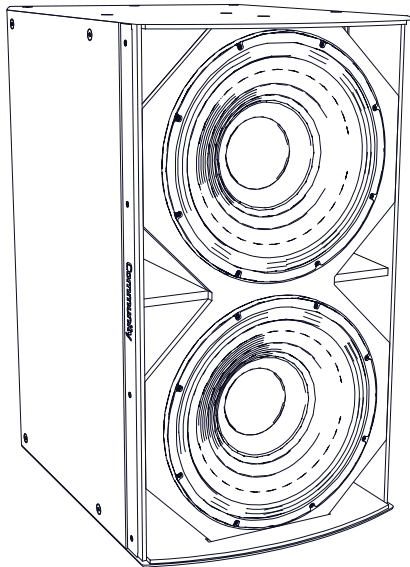
IS8-115



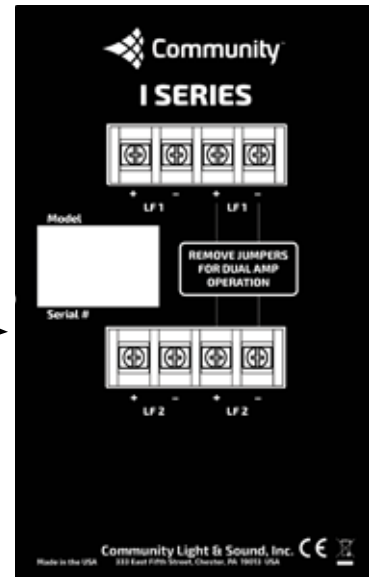
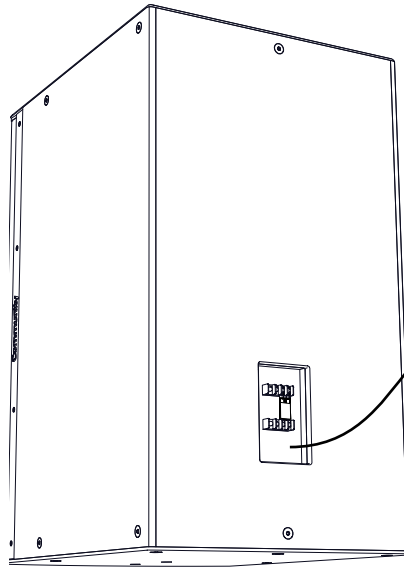
PRODUCT REPRESENTATION

DUAL DRIVER SUBWOOFER (TYPICAL)

Models: IS8-212, IS8-215, IS8-218, IS6-212, IS6-215, IS6-218



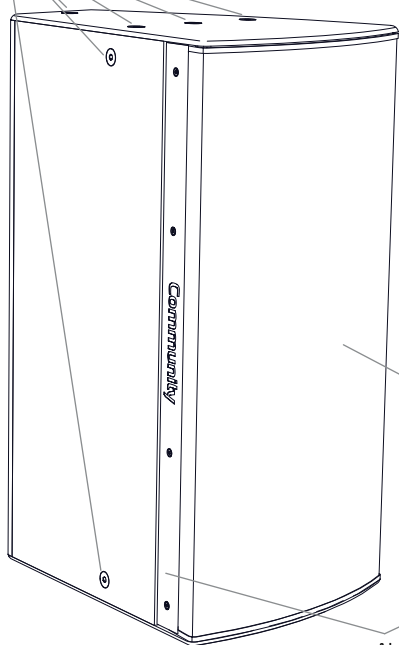
IS8-218



Dual Sub Input Panel

EQUIPMENT BASICS

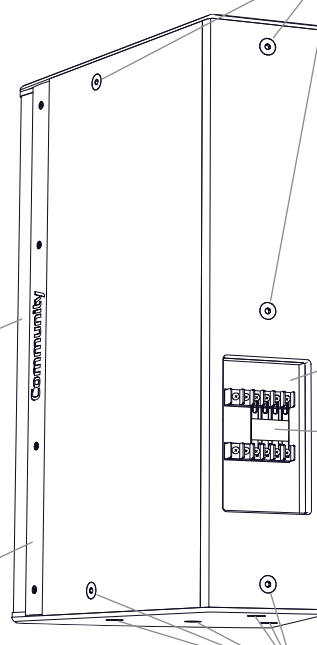
Mounting Points
(M10 Flat Head Screws)



Grille

Aluminum Grille Retainer

Mounting Points
(M10 Flat Head Screws)



Input panel

Jumper

Mounting Points
(M10 Flat Head Screws)

Note: Weather-resistant (WR) models are ordered preconfigured for single or multi-amp connections and have a sealed cover over the input panel. A 12 ft (3.6m) 14 ga cable though a sealed gland nut is provided for connection to the amplifier.

CONNECTIONS AND INSTALLATION

USE THE CORRECT WIRE OR CABLE

All I SERIES loudspeakers are fitted with captive-clamp terminal blocks on the input panel to connect to the amplifier. Terminating the wires with a spade or ring connector (Figure 1.) is recommended for secure connections. The maximum width of the ring or spade lug should be 0.375" (9.5mm), or less. The terminal screws are #8 (M4). The maximum wire size that can be accommodated for bare wire connections is 10 AWG (5.26 mm²).

Note: Wire insulation colors may vary depending upon region or manufacturer. Be consistent with conductor color use throughout the system.

Weather-resistant I SERIES models are ordered preconfigured for passive or biamp/triamp operation and have a 12' (3.6m) 14 ga cable passing through a sealed gland nut and input panel cover. Do not remove the gland nut or input panel cover as this will defeat the weather-resistance of the connection. If you must remove the input panel or gland nut, it must be reattached and resealed with a silicone or other similar sealant to maintain the weather-resistance of the loudspeaker.

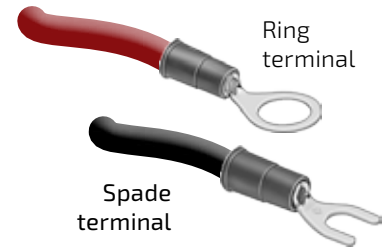


Figure 1. Wire Connectors

CONNECTION: LOUDSPEAKER INPUT PANEL

The input panels on the two-way loudspeakers can be wired in passive or biamp configurations. The three-way can be wired in biamp or triamp modes. The dual subwoofers can be wired in single amp or dual amp modes. The input panels on these models have a jumper that must be placed correctly in order for it to function in the designated mode. See Figures 2a-2d for the jumper positions.

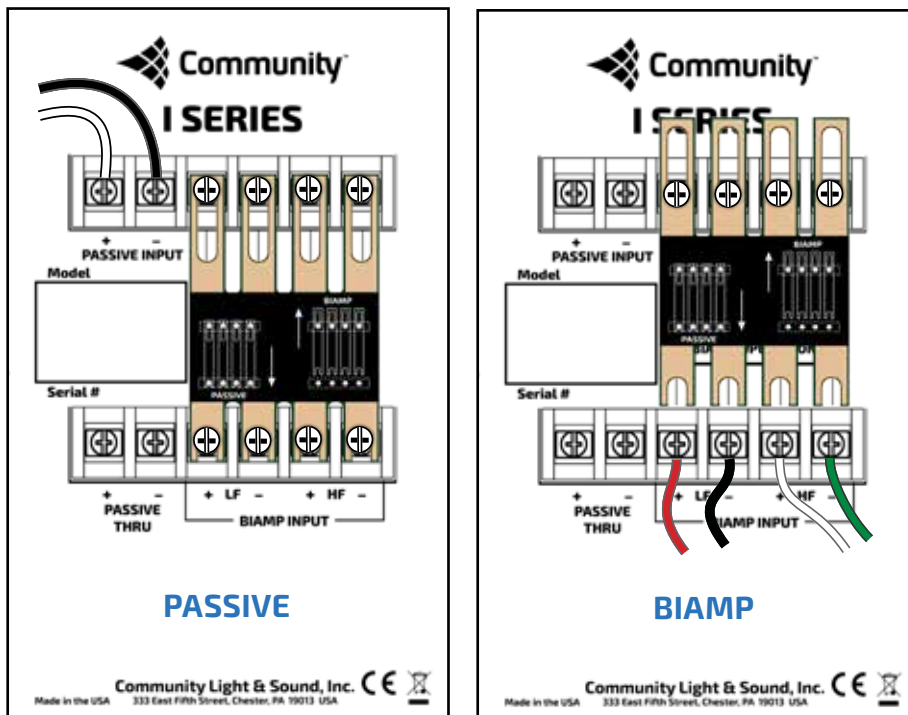



Figure 2a. Two-way input panel

Jumper down for Passive operation. Jumper up (or removed) for Biamp operation.

 **IMPORTANT:** All electrical installation connections for loudspeaker lines are subject to all applicable governmental building and fire codes. The selection of appropriate electrical hardware to interface with the I SERIES loudspeaker lies solely with the installation professional. Community recommends that an appropriately licensed engineer, electrician, or other qualified professional identify and select the appropriate conduit, fittings, wire, etc. for the installation.

CONNECTION: LOUDSPEAKER INPUT PANEL (continued)

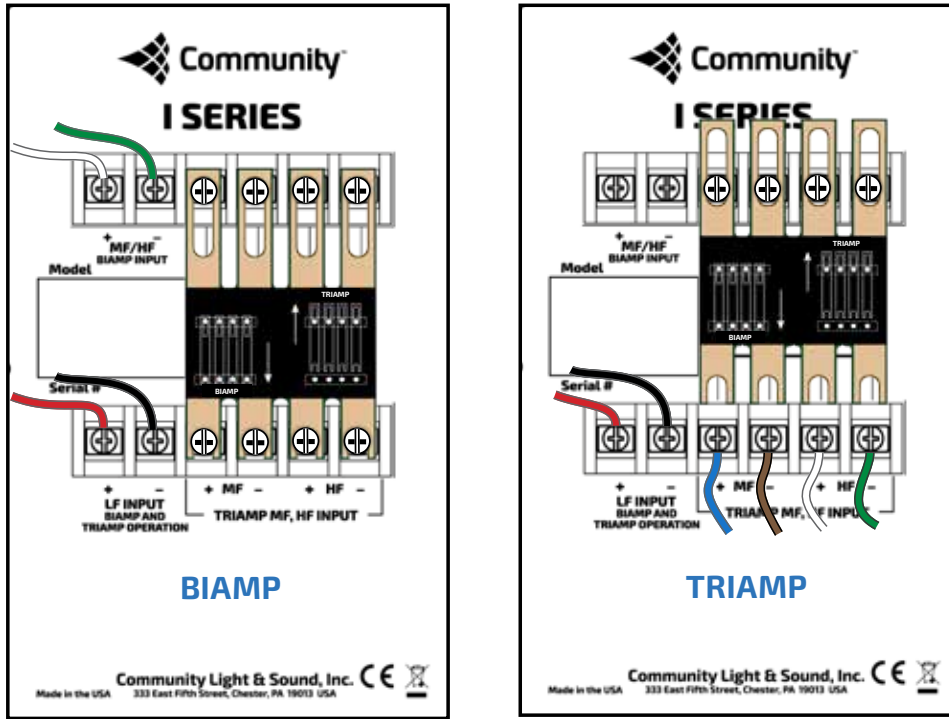


Figure 2b. Three-way input panel
 Jumper down for Biamp operation.
 Jumper up (or removed) for Triamp operation.

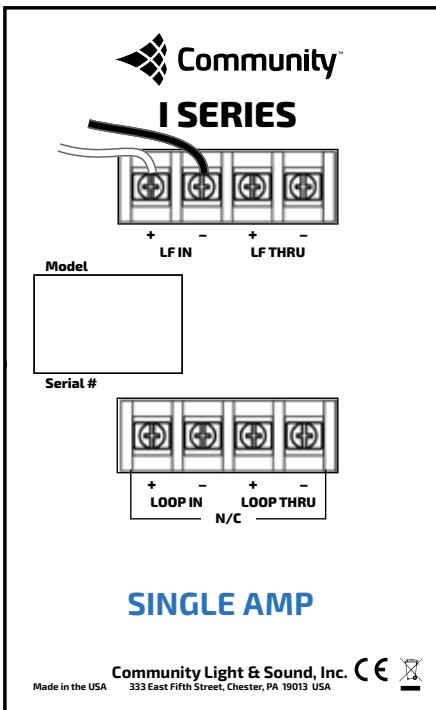


Figure 2c. Single driver subwoofer input panel
 No Jumper

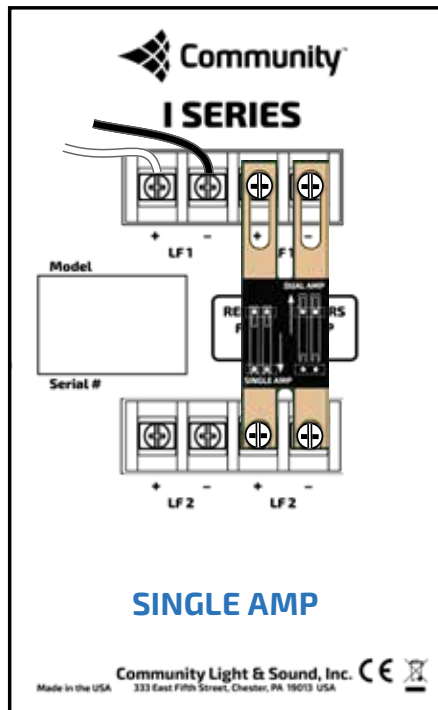
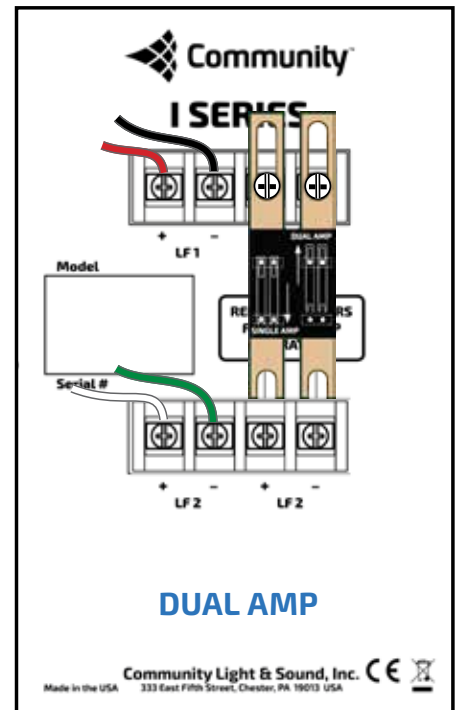


Figure 2d. Dual driver subwoofer input panel
 Jumper down for Single Amp operation.
 Jumper up (or removed) for Dual Amp operation.



GRILLE REMOVAL / HORN ROTATION

The horns on full-range loudspeakers (IP6/8-1122, IP6/8-1152, IP8-1153 and IP8-0002) can be rotated 90° by removing the grille, rotating the horn and then reinstalling the horn and grille.

Remove the screws holding one Community grille retention bar to the cabinet. Remove the bar and loosen the grille. Then remove the other retention bar and pull the grille off and set aside. Keep the rubber extrusions protecting the top and bottom edges of the grille in place (Figures 3a, 3b).

Remove the screws and washers holding the horn in place (Figure 3c).

Carefully pull the horn forward, rotate it 90° and push back into place, aligning the screw holes (Figure 3d).

Reattach the horn using the same washer and screw combination (Figure 3e).

Flex the grille slightly to fit it back on the cabinet (one side at a time). Reattach one grille retention bar, then flex the grille, align and attach the other side. Fully tighten the screws only after both sides have been secured (Figure 3f).

Note: The grille retention bars will only align with the threaded inserts in one direction - refer to the product view for orientation. All fasteners should be in place and fully tightened to prevent any undesirable noise from vibration.

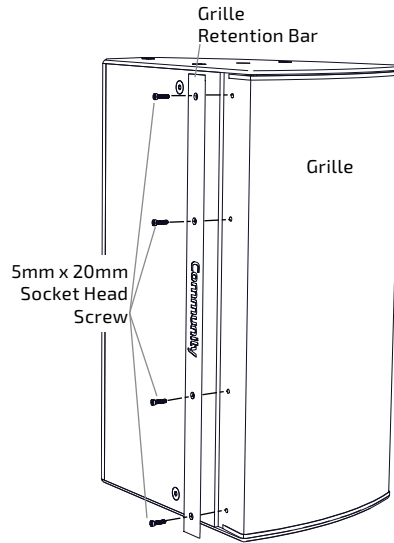


Figure 3a. Remove one retention bar, loosen that side of the grille and then remove the other retention bar

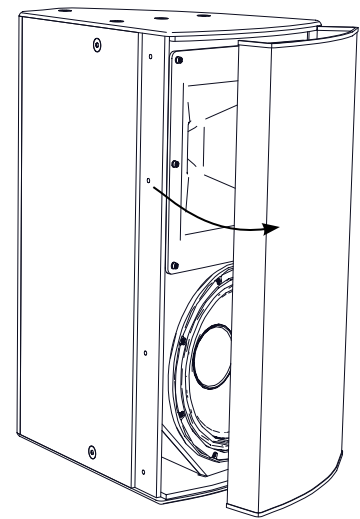


Figure 3b. Remove the grille and set aside for reattachment

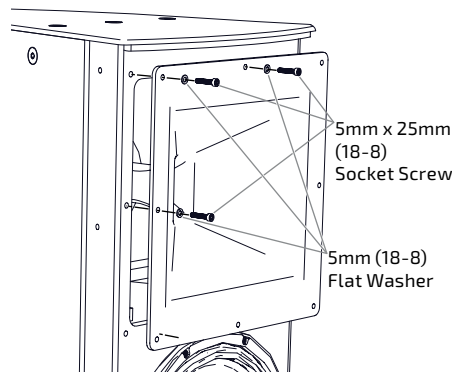


Figure 3c. Remove the screws and washers holding the horn in place and set aside

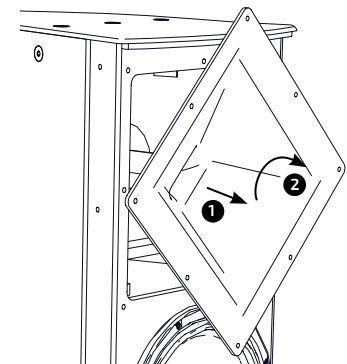


Figure 3d. Rotate the horn and realign holes

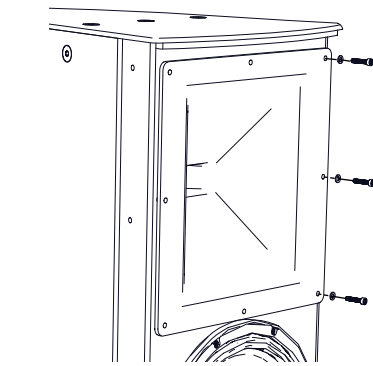


Figure 3e. Reattach the horn

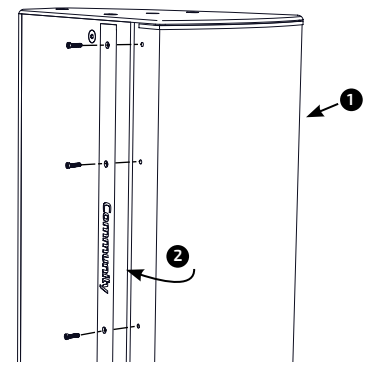


Figure 3f. Reinstall the grille one side at a time with correct orientation of the grille retention bars.

SUBWOOFER FOOT ATTACHMENT

All of the subwoofers come with four (4) rubber feet that may be attached to the top, bottom or sides of the cabinet. Each side has dimples to indicate foot positions.

Determine which side will be on the floor, turn the enclosure to allow easy access to attach the feet.

Attach the feet at the dimple locations (Figures 4a - 4c). Predrilling cabinet is recommended for easier attachment. Using a 1/8" (2mm) drill bit, predrill the dimple locations (to a depth of 0.5" [13mm]).

Note: The large subwoofers are heavy. Protect the finish by keeping the other sides of the enclosure in plastic or cardboard until the feet have been installed and it has been moved to the intended location.

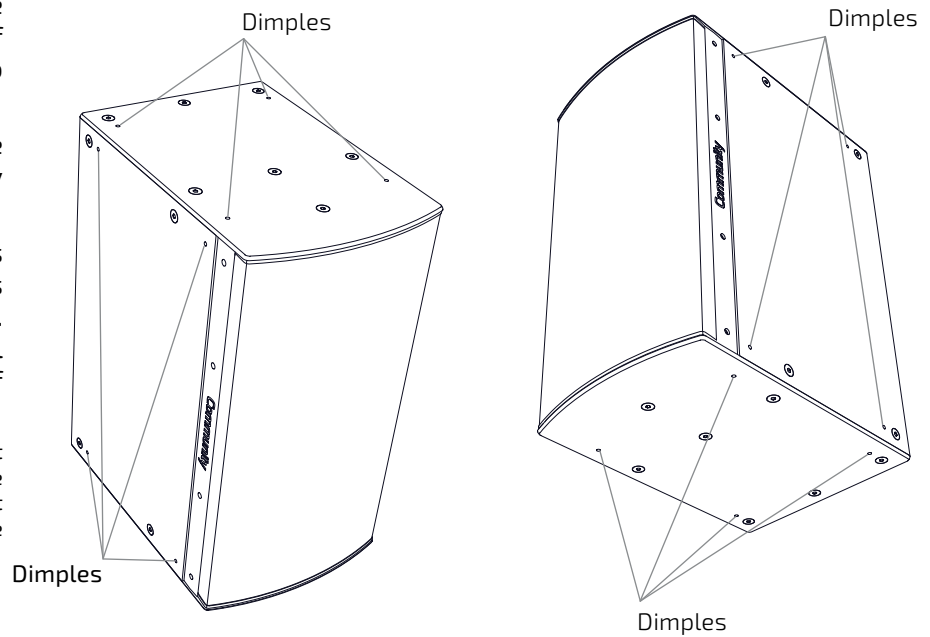


Figure 4a. Dimple locations

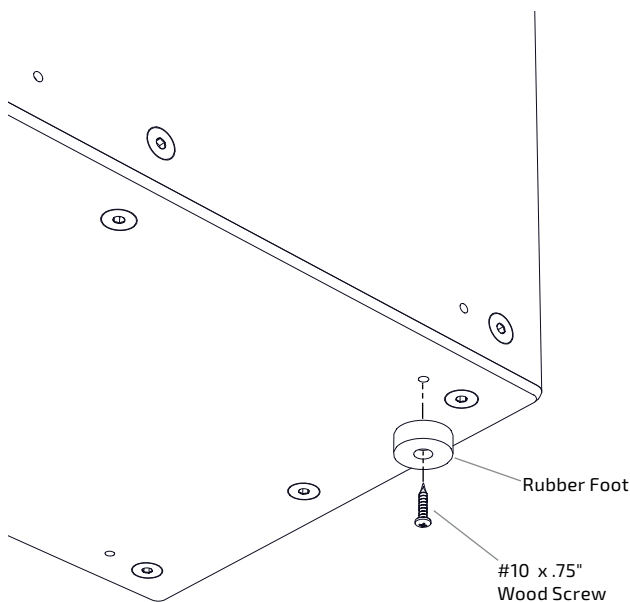


Figure 4b. Attach the rubber feet

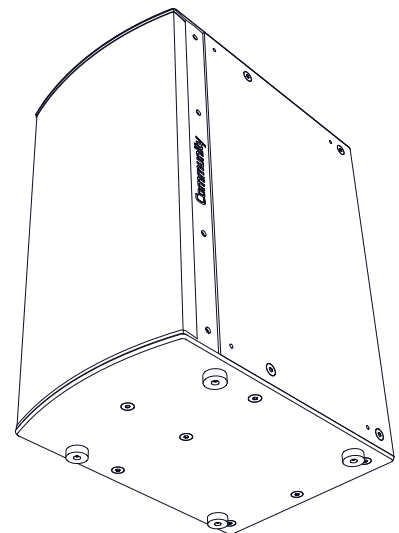


Figure 4c. All feet attached

RIGGING SAFETY

! IMPORTANT: The loudspeakers described in this manual are designed and intended to be mounted to differing building surfaces using a variety of rigging hardware, means and methods. Installation of loudspeakers should only be performed by trained and qualified personnel. It is strongly recommended that a licensed and certified professional structural engineer approve the mounting plan. Severe injury and/or loss of life, and property damage may occur if these products are improperly installed.

! DANGER: All rigging fittings must be fully tightened and secured. Any missing fasteners will compromise the structural integrity of the enclosure and constitute a safety hazard. Do not suspend any loudspeakers unless all fasteners are securely in place!

ACCEPTABLE MOUNTING POINT LOADING

The mounting points should always be used so that either shear force is applied perpendicular to the direction of and in tight proximity to the mounting hole, or tension force is applied perpendicular to the enclosure surface.

! DANGER: Use the mounting points only as described above. Do not use them in such a way as to apply sideways leverage to them. Failure to follow this instruction could result in immediate failure of the mounting points resulting in damage to the loudspeaker and serious injury or death to personnel.

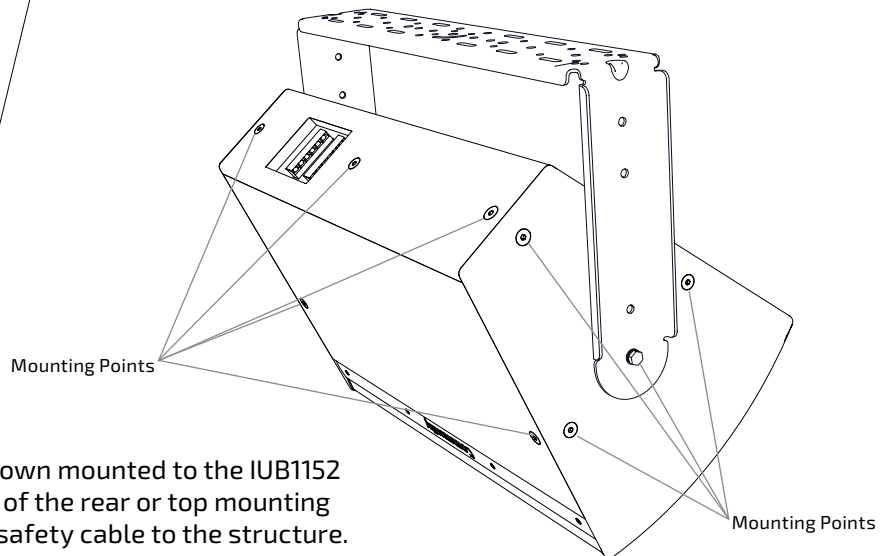
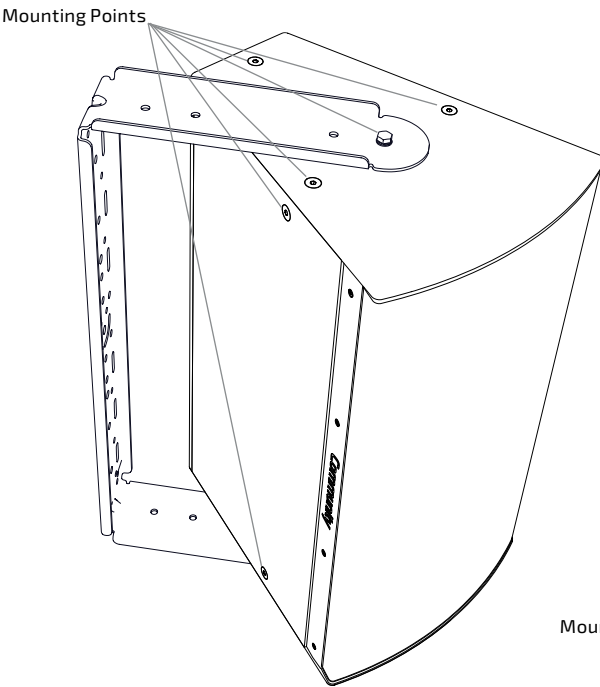


Figure 5. IP8-1152 shown mounted to the IUB1152 U-bracket. Use one of the rear or top mounting points to secure the safety cable to the structure.

! IMPORTANT: The M10 flat-head hex-drive rigging screws that come installed in each enclosure must either be replaced with rigging brackets and threaded fasteners, or they must be kept in place to seal the enclosure from air leaks. If the rigging fittings do not remain sealed, air leaks will occur in the enclosure that will compromise the low-frequency performance with distortion, reduced output, and premature driver failure.

ATTACH SAFETY CABLE

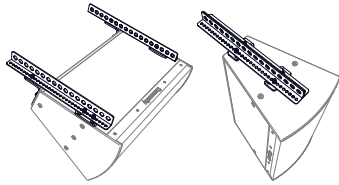
Attach a safety cable to one of the unused mounting points.

The safety cable and hardware are not included. Please consult a structural engineer for the appropriate cable and hardware for the load and application. The safety cable must be secured to a suitable load-bearing point separate from the loudspeaker mounting point, with as little slack as possible, so as not to develop undue kinetic force if the loudspeaker mount were to fail.

! WARNING: I SERIES rigging fittings are rated at a Working Load Limit (WLL) of 225 lbs (102.1 kg) with a 10:1 safety margin. No single rigging fitting should ever be subjected to a load that is greater than this stated limit. Failure to heed this warning could result in injury or death!

I SERIES MODULAR MOUNTING SYSTEMS

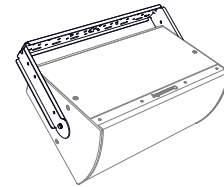
Refer to the I SERIES Accessory Guide for more information about the wide range of modular mounting brackets and kits that are available.



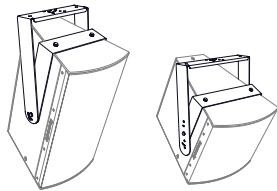
BFR22H / BFR22V: BalancePoint™ Horizontal or Vertical Fly Rails



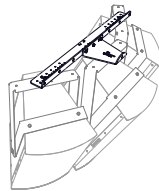
SBR54: Subwoofer behind BalancePoint™ Fly Rails (54")



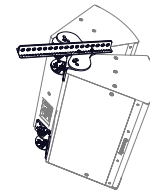
IUB1122, IUB1152, IUB1153: U-brackets - mount and aim single full-range loudspeakers
IUB1122WR, IUB1152WR, IUB1153WR, IUB0002WR: Stainless steel U-brackets for weather-resistant versions of loudspeakers and subwoofers



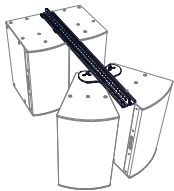
IVY1122, IVY1152, IVY1153, IVY0002: Vertical yokes - vertically mount and aim single full-range loudspeakers



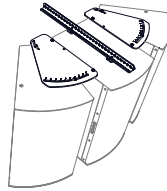
IAF40, IAF55: Isometric Array Frames - for two to three loudspeakers in portrait or landscape orientation (requires U-brackets or Vertical yokes)



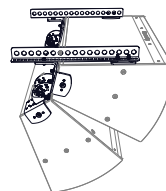
HSB-BFR22, HSB3-BFR22: Dual Horizontal Splay Kits - to horizontally array two full-range models



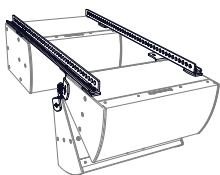
HSB-SBR54, HSB3-BFR54: Horizontal Splay Brackets with BalancePoint™ Fly Rails Kit - to array two full-range loudspeakers with subwoofer(s) behind



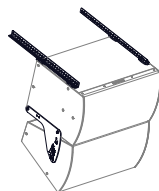
HAB-BFR38, HAB3-BFR38: Horizontal Array Brackets with BalancePoint™ Fly Rails Kit - to array two full-range cabinets with a subwoofer in between



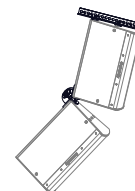
VSB-BFR22, VSB3-BFR22: Vertical Splay Kits - to vertically array two full-range models



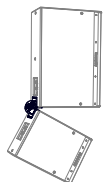
VSB-SBR54, VSB3-BFR54: Vertical Splay Brackets with BalancePoint™ Fly Rails Kit - to array two full-range loudspeakers with subwoofer behind



VAB-BFR38, VAB3-BFR38: Vertical Array Brackets with BalancePoint™ Fly Rails Kit - to mount and aim a full-range cabinet under a subwoofer



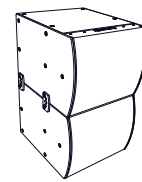
DVS-BFR22: Downfill Vertical Splay with BalancePoint™ Fly Rails - to vertically array and aim two loudspeakers or loudspeaker/subwoofer combination



DFS: Downfill Splay Bracket



HVS, HVS3: Horizontal/Vertical Splay Brackets - to add one additional loudspeaker to an array



TPK: Tight Pack Kit - to connect any pair of loudspeakers or subwoofers that share common suspension points

LOUDSPEAKER CABINET PAINTING PROCEDURE

I SERIES cabinets are available in standard colors of Black and White; custom colors may be ordered as Configured-to-Order items. The cabinet finish is a resilient water-based paint that makes an excellent substrate to accept most types of paints, allowing custom colors to be applied in the field. If you are considering painting the cabinet, we recommend ordering the White version of the cabinet for the most predictable results when color-matching existing colors. A Black or White replacement grille cloth kit should also be ordered. For most custom colors, black grille cloth is recommended. The kit also includes replacement soft plastic trim strip (to fit upper/lower edges of grille).

Follow grille removal instructions (Figure 6a) and reserve hardware for reattachment.



Warning: The grille edges are sharp! Use care when handling the unprotected edges of the grille to prevent injury.

CABINET

Mask off the input panel, woofer and horn (Figure 6b). Paint the cabinet and allow the paint to fully cure.

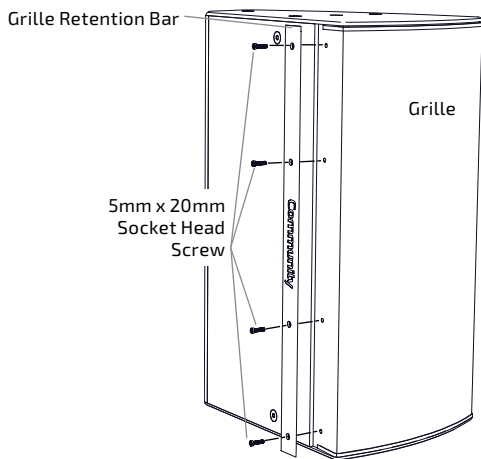


Figure 6a. Remove one retention bar, loosen that side of the grille and then remove the other retention bar

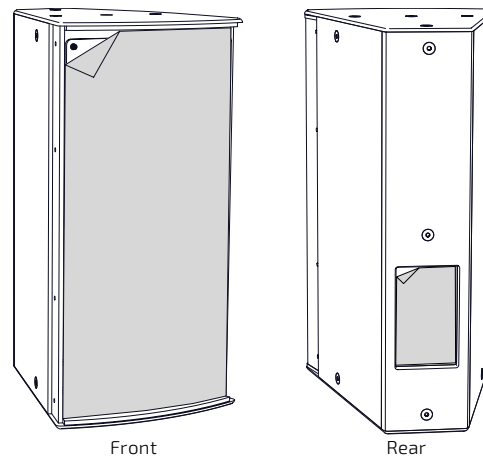


Figure 6b. Mask off the internal components and rear input panel.

GRILLE AND ALUMINUM RETENTION STRIPS



The grille and aluminum retention strips must be removed and painted separately. To paint the grille, carefully remove the grille cloth backing and the soft plastic strip protecting the top and bottom edges (Figure 6c).

Use paint that is compatible with powder coating, and paint the outside (front and sides) of the grille and allow the paint to fully cure. Do not paint the cloth or rubber trim. Paint the front and edges of the grille retainers with the same paint used on the grille. Allow paint to fully cure before reassembling.

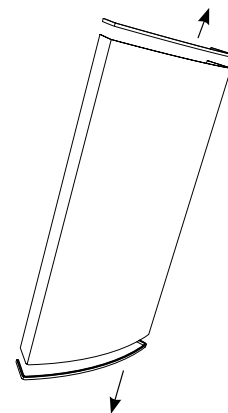


Figure 6c. Remove trim strips and grille cloth

GRILLE CLOTH REPLACEMENT

Apply a fine mist of spray adhesive to the inside surface of the grille including the inside corners. Do not clog the perforations.

Position the grille cloth so that the side with the tighter, smoother weave faces the rear side of the grille. Hold the corners of the cloth and place it onto the center, inside of the grille (Figure 7a). The cloth will be oversized.


Align the edges, and spread the cloth toward the sides one side at a time, while smoothing out any ripples (Figure 7b-1).

Bring the excess cloth edge up and over the sides of the grille making sure that the cloth is fully adhered to the inside corners and edges of the grille (Figure 7b-2). Trim the **side** edges of the cloth to leave 0.5" (13mm) to wrap over the edge. Apply a bead of adhesive to the outside edge of the grille **sides** (about 1/4" (7mm) from the top, and fold the grille cloth over to adhere the edge.

Trim the top and bottom of the cloth to be **even** with those edges (Figure 7c) and make sure that the cloth is fully adhered to the grille without any wrinkles.

One end at a time, fit the soft plastic trim strips on the top and bottom edges of the grille (Figure 7d) and secure the ends and corner bends with small amounts of cyanoacrylate adhesive (commonly known as "Super Glue"). Trim excess **after** it is fitted onto the grille edges.

Follow the manufacturer's instructions and allow the adhesives to fully cure before reattaching the grille to the loudspeaker cabinet (Figure 7e).

 **Warning:** The grille edges are sharp! Use care when handling the unprotected edges of the grille to prevent injury.

Note: Order the NeverWet™-treated grille cloth replacement kit for any weather-resistant models.

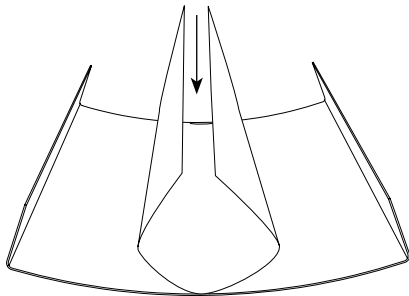


Figure 7a. Spray inside of grille with adhesive, center the grille cloth fabric (with tighter weave side down) and align short edges

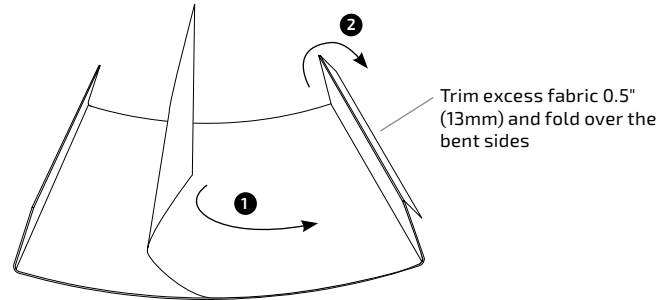


Figure 7b. Press fabric against grille and into the bends, smoothing out any wrinkles

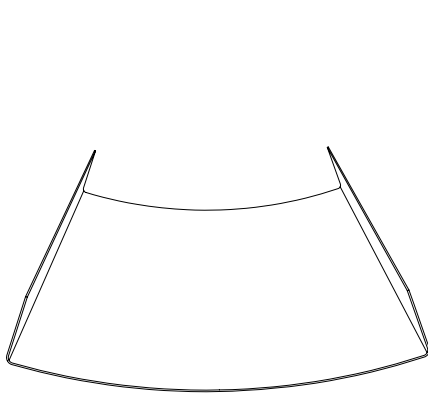


Figure 7c. Trim top and bottom of grille cloth and secure folded sides with glue

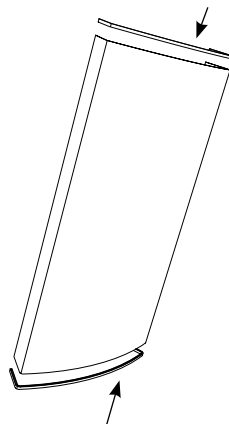


Figure 7d. Reinstall the soft plastic trim and secure ends and corners with glue

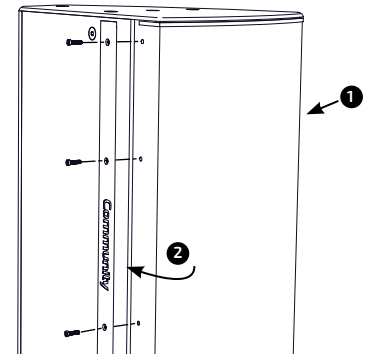


Figure 7e. Reinstall the grille one side at a time with correct orientation of the grille retention bars

PERFORMANCE AND SPECIFICATIONS

USE A DIGITAL SIGNAL PROCESSOR

For best performance, loudspeaker protection and system longevity, a digital signal processor (DSP) must be used with all I SERIES loudspeakers. Community's dSPEC226 processor(s) and Resyn® software contain all of the information (high pass filters, limiters, factory tunings) and DSP settings to fully optimize your system. For more information on installing and operating your I SERIES loudspeaker, please refer to Community's website at communitypro.com, or contact our Technical Applications Group (TAG) at tagteam@communitypro.com, or by phone at 610-876-3400 or toll-free (within the US and Canada) at 800-523-4934.

SPECIFICATIONS AND INFORMATION

Full product specifications and current documentation (manuals, sales literature) is available at communitypro.com. Additional technical information to assist you in operating and optimizing your system or understanding more about loudspeaker operation is also available on the website or by contacting the Technical Applications Group (TAG).

NOTES

I SERIES MODELS*

Point Source Models / Horn Patterns**

- IP8-1122/xx High Power 12" Two-way**
/26: 120° x 60° /94: 90° x 40°
/64: 60° x 40° /96: 90° x 60°
/66: 60° x 60° /99: 90° x 90°
- IP8-1152/xx High Power 15" Two-way**
/26: 120° x 60° /94: 90° x 40°
/64: 60° x 40° /96: 90° x 60°
/66: 60° x 60° /99: 90° x 90°
- IP8-1153/xx High Power 15" Three-way**
/64: 60° x 40° /94: 90° x 40°
/66: 60° x 60°
- IP8-0002/xx High Power Mid-High**
/64: 60° x 40° /94: 90° x 40°
/66: 60° x 60°
- IP8-1151 High Power Low Frequency**
- IP6-1122/xx Medium Power 12" Two-way**
/26: 120° x 60° /94: 90° x 40°
/64: 60° x 40° /96: 90° x 60°
/66: 60° x 60° /99: 90° x 90°
- IP6-1152/xx Medium Power 15" Two-way**
/26: 120° x 60° /94: 90° x 40°
/64: 60° x 40° /96: 90° x 60°
/66: 60° x 60° /99: 90° x 90°

Subwoofers

- IS8-112 High Power Single 12"
- IS8-115 High Power Single 15"
- IS8-118 High Power Single 18"
- IS8-212 High Power Dual 12"
- IS8-215 High Power Dual 15"
- IS8-218 High Power Dual 18"
- IS6-112 Medium Power Single 12"
- IS6-115 Medium Power Single 15"
- IS6-118 Medium Power Single 18"
- IS6-212 Medium Power Dual 12"
- IS6-215 Medium Power Dual 15"
- IS6-218 Medium Power Dual 18"

*Models covered in this Guide
**Horn patterns are H° x V°

CUSTOMER SUPPORT

FOR MORE INFORMATION AND APPLICATION ASSISTANCE

For more information on installing and operating your I SERIES loudspeaker, please refer to Community's website at www.communitypro.com.

For application support, service or warranty information, refer to Community's website or contact Community at 610-876-3400 or toll-free (within the US and Canada) at 800-523-4934.

WARRANTY INFORMATION

TRANSFERABLE WARRANTY “(LIMITED)” VALID IN THE USA ONLY

The I SERIES loudspeakers are designed and backed by Community Professional Loudspeakers. For complete warranty information within the USA please refer to www.communitypro.com/warranty. Please call 610-876-3400 or visit the website to locate your nearest Authorized Field Service Station. For Factory Service call 610-876-3400. You must obtain a Return Authorization (R/A) number prior to the return of your product for factory service.

WARRANTY INFORMATION AND SERVICE FOR COUNTRIES OUTSIDE THE USA

To obtain specific warranty information and available service locations for countries other than the United States of America, contact the authorized Community Distributor for your specific country or region.

SHIPPING DAMAGE / CLAIMS

If the product is damaged during transit you must file a damage claim directly with the freight company. It's very important to contact the freight company as soon as possible after receiving your shipment, as most freight companies have a short time limit within which they will investigate claims. Be sure to save the carton and packing materials, as damage claims can be denied if these materials are not retained. If evidence of physical damage exists upon arrival, be cautious before signing the delivery acceptance receipt. Often, the fine print will waive your right to file a claim for damage or loss after you sign it. Make sure that the number of cartons shown on the freight documents have actually been delivered.

Note: Every effort has been made to insure that the information contained in this manual was complete and accurate at the time of printing. However, due to ongoing technical advances, changes or modifications may have occurred that are not covered in this manual. The latest version is available at communitypro.com.

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