

ORDERING AND MEASUREMENTS GUIDE

Reflect-A-Light,™ Inc. is expert at designing reflector systems and conversion kits for a wide variety of lighting applications. We are equipped with design computer systems, luminaire testing room and specialized forming machinery that accurately replicates the designs. Our quick response is indicative of our dedication to providing the best service and products to the industry.

PROCEDURE

SUBMIT NECESSARY INFORMATION

- Submit a purchase order for the custom design at the quoted price.
- Attach a filled out copy of the appropriate fixture dimension sheet.
- Attach a fixture manufacturer's data sheet if available.
- Describe any special requirements like light distribution, air flow, etc.
- Sometimes, though infrequently, the custom design staff will require that a fixture be sent in.

TEST AND APPROVE SAMPLE

- A sample will be constructed and sent for approval.
- Review sample and describe any changes needed with the custom design staff.
- If necessary, another sample will be sent for approval.
- When approved, submit quantity order.

POLICIES

- A purchase order must be submitted for all custom designs.
- A design fee of \$50 will be applied to all custom design orders. This fee will be credited in full upon receipt of a purchase order for a minimum of 50 of the customized designed parts.
- Attach a fixture manufacturer's data sheet if available.
- Reflect-A-Light,™ Inc. will not accept returns of custom designed products.

Measurements

Fixture dimension data allows clear communication with technical design staff to help ensure correct standard reflector selection and for special computer designs.

1x4 Troffer enclosed fixture

Critical considerations:

Can the sockets be relocated to the centerline of the fixture without any obstructions interfering with the lamp socket relocation?

Yes No

Does the fixture have an easily removable socket bracket, (e.g., pops out with a screwdriver)?

Yes No

Ballast Location:

X Y Z

Other (Describe Location)

Fixture Type (or custom length)	Lamps Before	Lamps After
1x4		

