



501 Galveston St.  
Wichita Falls, TX 76301

## Market & Sales Communication:

### **Policy Bulletin 09252007: ETL Compliance**

Magic Aire products are qualified by ETL. The ETL mark demonstrates that the product that bears it has met the minimum requirements of widely accepted product safety standards as determined through the independent testing of a Nationally Recognized Testing Laboratory (NRTL). And, as part of that testing regimen, the product manufacturer has agreed to periodic follow-up inspections to verify continued compliance.

Magic Aire is committed to maintaining the integrity of our products as regards the use of the ETL marking. It is therefore necessary that we adhere to certain standards regarding the labeling of our products as evidenced by the manufacturer nameplates. This policy is pertinent to the extent that requests are presented to modify elements of design that are covered by the ETL marking program.

Magic Aire products utilize a model numbering system that has its basis in a structured code string. The model number designates specifics such as the motor drive system, factory wiring, control systems and design voltages. Once the product has been labeled, changes must be qualified against all applicable compliance regulations. The costs associated with these changes are dependent on the circumstances.

Changes requested, that can be accommodated within the factory, will be assessed additional manufacturing charges. These charges will reflect the additional engineering time, qualification costs, certification fees and production charges for material acquisition and breaking into the schedule.

In addition to the above mentioned costs, changes that effect product that has left the factory will incur ETL field inspection service fees for nameplate replacement. At this time, those charges are commonly \$4000 to \$5000 dollars per site plus travel expenses.

**Summary:** The best practice to avoid unnecessary overcharges is to thoroughly understand and correctly specify a project at the outset. Magic Aire requires all change orders to be in writing from the customer with acknowledgment of cost and lead time changes that may arise from such changes.