



DE LOREAN MOTOR COMPANY

# PARTS BULLETIN

NUMBER PO-02-9/81

CATEGORY: Organization

ATTENTION: Parts Managers

SUBJECT: Parts Ordering Procedures

Until such time as the volume of parts ordered governs a change in ordering procedures, we will attempt to process orders for immediate or following day shipment.

## Types of Orders

Until further notice Parts Orders are classified as Emergency Order or Non Emergency Order.

## Emergency Order

Emergency Orders received by 1:00 P.M. Pacific Standard Time will be processed and shipped the same day.

Emergency Ordered received after 1:00 P.M. will be shipped the following day.

Vehicle Identification Number (V.I.N.) must be given.

## Non Emergency Order

Non Emergency Orders will normally be shipped the following day but no later than two days after being received.

## Backorders

Backorders pertaining to Emergency or Non Emergency Parts Orders will be shipped as soon as parts are received in Irvine, California.

All unreleased backorders will be listed and sent to the dealers on a monthly basis.

Backorders may be cancelled upon request.

Released backorders are not subject to cancellation.

## All Orders

Parts Orders can be submitted by telephone, TWX or mail.

Dealer is responsible for part number accuracy and dealer code accuracy.

(cont.)

Parts Orders must be submitted with:

Dealer Code number

Dealer Name, City and State

Method of freight (if not stated DMC will choose optimal way of shipment)

All orders are shipped FOB Irvine, California.

Phone and TWX Numbers

DMC Parts Order Office has the following phone and TWX numbers:

714 - 966-1831

800 - 854-6087 Continental U.S.

800 - 432-3545 California only

TWX - 910-595-2487

For calls other than Parts Orders:

714 - 549-4772

DMC Address

De Lorean Motor Company

2055 S.E. Main Street

Irvine, CA 92714

Attention: Parts Order Dept.

DE LOREAN MOTOR CO.

Parts Department

Leif R. Montin

National Parts Manager

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