

Re: [Job Name]  
Customer: [Name]  
**Metfab Metals, LLC ----LEED Certification**

[Any and all representations expressed herein are modifications to those set forth in our Standard Terms of Sale (recited at length in all of our contracts, purchase orders, order confirmations, invoices and other documents), and all of which Terms are more fully set forth on our website for ease of access or reference. These Terms of Sale apply to this job, except as modified below.

**Metfab Metals, LLC** (hereinafter "**MMLLC**") presents and represents to You \_\_\_\_\_, its customer, as follows:

To:           **[Customer Name]**  
                  **[Address]**  
                  **[City, State, Zip Code]**  
                  **[Person in Charge]**

From:         **[Metfab Metals, LLC ]**

Re: **[Job Name]**  
          **[Job No.:XXXXXX]**

This letter is to certify that the \_\_\_\_\_ [product name] we provided you for the above referenced project has \_\_\_% of post-consumer recycled content and/or \_\_\_% of pre-consumer recycled content. This product contains \_\_\_% rapidly renewable material. This product was manufactured in \_\_\_\_\_ [location], which \_\_\_ [is/is not] within 500 miles of [City of Job Site]. The raw materials that make up this material are \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ [list raw materials] originated from \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ [list locations] respectively, which \_\_\_ [is/is not] within 500 miles of Manhattan, NY. The referenced material has a VOC of \_\_\_% g/L.

Sincerely,

[Signature of Manufacturer's contact]

Beyond the above, MMLLC extends no representations whatsoever, except as may be required by operation of law. No agent, employee or other representative of MMLLC---or any other person--- has the authority/right to modify, extend or amend the terms/conditions of this job beyond those stated herein, except in a writing signed by all of the parties in appropriate form. MMLLC disclaims and cannot warrant, guarantee or make any representations regarding the use or the results of the use of the parts/products supplied by your workmen or others, not in strict conformance with the plans and specifications of this job.

Dated: May 21, 2010

[OVER---for applicable definitions]

## **Definitions:**

*The intent of LEED Recycled Content is to increase the demand for building products that incorporate recycled content materials, thereby reducing impacts from extraction and processing of virgin materials.*

*LEED definition of recycled content encourages post-consumer recycled content. The LEED goals are to use materials with recycled content such as the sum of the post-consumer recycled content plus 1/2 of the pre-consumer content constitutes at least 10 percent based on cost, of the total value of the materials in the project. One to two additional points may be earned for up to 20- to 30-percent. Mechanical, electrical and plumbing components are excluded. If only a fraction of a product or material is recycled, then only that percentage (by weight) must contribute to the recycled value. The intent of LEED Regional Content is to increase demand for building materials and products that are extracted and manufactured within the region, thereby supporting the use of indigenous resources and reducing the environmental impacts from transportation. Regional Content Percentage - There are no default standards for regional content percentages. With special attention to sourcing we can provide a high percentage to meet the regional content requirements of your project location. For example a local LEED Platinum project documented steel components with regional contents of 60-to 100-percent. The LEED goals are to use building materials or products that have been extracted, harvested or recovered, as well as manufactured, within 500 miles of the project site for a minimum of 10%, based on cost of the total materials value.*

**Salvaged Content:** Material or product which has been recovered from existing buildings or construction sites and re-used (e.g., structural beams, doors, bricks, casework).

**Recycled Content:** Materials that have been recovered or diverted from the solid waste stream. Recycled content can be broken into two categories - post consumer and pre-consumer, (which is sometimes referred to as post industrial).

**Post-Consumer Recycled Content:** Portion of material or product which derives from discarded consumer waste that has been recovered for use as a raw material (e.g., plastic bottles, newspaper). Post consumer content, as its name implies, is material that has been used by consumers. Other examples are clear plastic water and soda bottles made from PET that carry the #1 recycle symbol. A product made from post-consumer content is made from waste that's been used by a consumer, disposed of, and diverted from landfills -- stuff like the aluminum cans and newspapers that you place in your recycling bin for pick-up.

**Pre-Consumer Recycled Content:** Portion of material or product which derives from recovered industrial and manufacturing materials that are diverted from municipal solid waste for use in a different manufacturing process, prior to use by a consumer. When a product is made from pre-consumer recycled content, it's made from manufacturer [waste](#) that never actually made it to the consumer for one reason or another: scraps, rejects, trimmings -- the stuff that ends up on the factory floor and is repurposed into something new rather than trashed. Pre-consumer or post industrial is scrap that is generated during the normal manufacturing process that is recycled back into its raw material state.

**Regional Extraction/Manufacture:** Regionally Extracted Materials are raw materials taken from within 500-mile radius of the project site. Regionally Manufactured Materials are assembled as finished products within a 500-mile radius of the project site. Assembly does not include on-site assembly, erection, or installation of finished components.

**Partial Extraction/Manufacture:** If a product is 100% manufactured regionally, but only a fraction of the material is extracted/harvested/recovered within a 500-mile radius then (only) that percentage (by weight) contributes to the regional value.

**FSC Certified:** Wood-based products which are certified by the Forest Stewardship Council and carry a Chain-of-Custody certificate number from the vendor or manufacturer.

**VOC Content:** The quantity of volatile organic compounds contained in products such as paints, adhesives, sealants and architectural coatings. VOC content is reported in grams/liter or lbs/gallon.

**Rapidly renewable:** Materials and products made from raw materials that are harvested within a 10-year cycle (e.g., bamboo, cork, linoleum, fast-growing poplar, wheatboard, wool carpet).