

IMPORTANT REMINDER

This is a periodical reminder of the protocol to be followed when using published Optima data.

Data Updates

Whilst every effort is made to communicate significant changes to published data, the sheer volume makes this impractical for individual documents.

Whenever a document is revised or published for the first time it is uploaded to the Optima website and OSCA. This means that these libraries are the only sources for current data.

Please remember to use these source libraries as your primary route to correct and current data.

Do not rely on any document that you may have downloaded and stored elsewhere as they may be out of date.

In particular, please be aware that there are now no plans to publish hard copies of the Designer's Guides. This means that all copies that you have may well have been superseded by at least one electronic update.

These principles apply to all of the downloadable documents produced and published by Optima Products, but particularly to the following:

- Designer's Guides
- Installer's Guides
- Order Templates
- Performance Certificates
- Take-Off Sheets/Price Lists

New Publications

New documents will generally be published under cover of a Technical Bulletin and emailed to a wide mailing list within Optima and a more selective list among the dealers.

If you receive a bulletin directly by email, please ensure that it is passed on within your department or business so that the information is communicated to all who need to have it.

Many thanks for your assistance.

A handwritten signature in black ink, appearing to read 'Peter Long'.

Peter Long
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