

Gregory D. Mulkey
Regional Architectural Designer
Advance Stores Company, Incorporated
5008 Airport Rd.
Roanoke, VA 24012
t: 540-561-8455
f: 540-561-3430
e: gregory.mulkey@advance-auto.com

September 24, 2014

Re: Advance Auto Parts Grand Prairie, TX

To whom it might concern:

Advance Auto Parts employs three (3) to five (5) full time employees and three (3) to (6) part time employees on a typical day. The operating hours are Sunday 9 am to 8 pm, Monday through Saturday 7:30 am to 9:00 pm. The full time shift is 8 hours while the part time shift can be as little as two hours up to 8 hours, depending on the store needs.

Advance Auto Parts is currently using standard operating procedure to recycle pallets, shrink wrap, cardboard and batteries. The cardboard and shrink wrap are currently sent back on delivery trucks to the distribution center who then recycle the material through Smurffit Stone. The delivery trucks are scheduled to deliver one (1) time a week. The pallets are sent back on the delivery truck to the distribution center and recycled through on / off logistics. The used and damaged batteries that are collected from the customers when they install a new battery are currently being sent back to the distribution center and sent from there to be recycled. Recycle oil is collected in a portable, self-contained recycle tank and advance auto has a recycling company come and pup out the tank for recycling. The facilities maintenance coordinator has set up weekly collection of all metal, glass, paper, cardboard and plastic in a four yard comingled container. Advance Auto will change wiper blades and batteries for our customers as a complimentary service.

- Daily routine starts with opening the store, turning on computers, turning on lights, minimal cleaning, general office management, inventory checking, special parts ordering, etc.
- Shipments to the store shall arrive once to twice a week depending on purchase flow and special orders. Parts will arrive via AAP box truck, UPS, or FedEx.
- There will be occasions we will provide a complementary service which is limited to minor general parts replacement and checking. Minimal replacement on parts such as wiper blades, batteries and light bulbs. Parts checking on items such as batteries and alternators.
- We accept used oil from customers which will be stored in the back of house reservoirs waiting to be picked up for recycling.
- We accept used parts from customers stored in the back of house to be picked up for recycling.
- We supply customers with in house parts and supplies on hand for their vehicular needs. If needed parts are not on hand on site, we will provide services for special order to satisfy the customer.
- The end of the day routine will consist of turning off computers, turning off lights, minimal cleaning, general office management, inventory checking, special parts ordering, etc.
- Advance Auto Parts will typically see 150 to 260 customers per day.



Advance Auto Parts 

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If you have any further question about our store operation please don't hesitate to call me at 540.561.8455.

With appreciation,



Gregory D Mulkey
Regional Architectural Designer -South



Advance Auto Parts 