Welcome to Unitex Textile!

We are happy to become your service provider for your linen and uniform needs! Below outlines what you can expect of your delivery person and your delivery each week, as well as your points of contact prior to and during your service period. Attached you will also find your work order, where you can find all of your information set up with our sales associate. If you have any questions, please feel free to contact us!

1. On your pre-designated delivery/pickup day(s), the delivery person will come to your office with your delivery for that day. He will also be picking up the dirty linen to be processed and delivered the following week.

2. Your department will be responsible for keeping your lab coats (if you have any) separate from the dirty linen, as well as notifying the Unitex Service Team of any new orders or employees no longer on your account. For rental accounts, you will still incur rental charges if an employee no longer works at your location and you have not yet notified Unitex of the change.

3. The delivery person will write the total number of lab coats picked up on your invoice, as well as enter it into the hand held device for invoice signature.

4. For coats that do not have the Unitex processing barcode inside the collar of the lab coat, the delivery person will affix a temporary bar-coded label to the coat, identifying your account information for it to be labeled properly. All untagged lab coats will be tagged for the location they are picked up at. If lab coats are deposited with the dirty linen, they run the risk of being lost.

5. The point of contact at the department will then sign the hand held device, acknowledging the delivery for that day, as well as the total number of lab coats picked up at your location. The delivery person will give that person the invoice, which is needed for the department’s accounts payable division.

6. Return for all uniforms and linen is one week from the time of pickup. The same applies to multiple days per week service.

7. Your Account Manager, Chris Giordano, will be in touch with you on a weekly basis for all service needs.

For any questions regarding your account, please contact the following persons:

For questions regarding setting up a new account, please call Michael Holubis at (845) 661-4120. mholubis@unitextextile.com

For questions regarding your linen service, additional product, contract or billing questions, or to report missing lab coats, please call Chris Giordano at (914) 882-9124. cgiordano@unitextextile.com or Jason Grassick at (914) 760-1233. jgrassick@unitextextile.com