

ORDERS

For best service please specify on all orders complete information regarding description, quantities, sizes, dimensions, etc.

If reference is made to a previous order, the date of same should be given.

If special or preferential routing is desired, such instructions should be clearly stated.

Parties unknown to us wishing terms of NET 30 must supply sufficient credit references with order. Otherwise all orders will be shipped C.O.D.

TERMS

All sales and contracts made by us are subject to the following terms and conditions:

- NET 30 Days on all open account customers.
- Prices subject to change without notice.
- Any tax now in effect or hereinafter imposed on any article sold by us will be added to the existing price.
- Quotations, unless otherwise stated, are for immediate acceptance.
- Stenographic and clerical error subject to correction.
- All agreements made contingent upon strikes, fires, accidents or causes beyond our control.
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RESPONSIBILITY

Our Liability for material found defective is limited to the value of the goods sold or furnished and we will not allow claims for labor or consequential damages.

All claims covering alleged errors in shipments must be made within ten (10) days after date of invoice.

CLAIMS

Claims for shortage or deduction for erroneous charges must be reported to us at once upon receipt of shipment.

Goods damaged or lost while in transit should be so noted on the carrier's receipt and claim made promptly upon the carrier.

Although our responsibility ceases upon our taking receipt for goods delivered to the carrier in good condition, we will gladly give every aid possible to establish a just claim.

RETURNED GOODS

Goods must not be returned without our consent.

The following procedure must be used on any returns of products to the warehouse:

- A. Approval from the warehouse to return the material must be obtained prior to shipping. A return number will be given as well as how and why the product is being returned.
- B. The following charges will be deducted from any credit: freight costs both ways, 20% of the price for handling, and any costs incurred for reconditioning and repacking.

If the fault is ours or that of the manufacturer, we will gladly and promptly rectify the problem without expense to the customer.

If the fault lies with the customer we will do everything possible to minimize his expense or loss; however in these cases we reserve the right to make reasonable charges for handling of returned merchandise.

Merchandise ordered from factory of special design, or of non-stock type, cannot be returned, except by permission of the factory and will be subject to factory terms and a restocking charge.

All authorized returns must be received in our warehouse within 60 DAYS of original invoice date. If over 60 days, there will be no refund or replacement.

CANCELLATION OF ORDERS

Orders for items cut to special lengths, or goods of special design made upon special order, or of a class not regularly carried in stock, cannot be cancelled without first taking this matter up with us and we in turn with the manufacturer for their permission.

