

## TERMS AND CONDITIONS

### PRICING:

All prices are subject to change without notice. All quotations and bids are valid for 30 days from date of issue, unless otherwise specified. Back orders on stock merchandise will be price protected. We cannot guarantee special orders price protection. All prices are net.

### SHIPMENTS:

Freight is prepaid on orders of \$1000.00 or more, excluding *The Brute Door Closers and its accessories*, and shipped by the carrier of our choice. The policy applies to the continental United States. All other orders are F.O.B., shipping point, via UPS ground or similar service, or by a common carrier of our choice, unless otherwise specified at the time of order placement.

### PAYMENT TERMS:

Standard credit is C.O.D. If credit is approved and established, then terms are net 30 days from date of invoice. We accept MasterCard and Visa.



### PAYMENT POLICY:

Accounts with unpaid invoices in excess of 30 days, will be placed on credit hold until past due amount is paid. If account balance includes unpaid invoices over 60 days, open account status will be rescinded and C.O.D. terms will apply once amount is paid in full. A 1-1/2% per month service charge will be assessed. All payments will be made in U.S. dollars.

### RETURNED CHECKS:

A \$50.00 surcharge will be added for checks returned and payment terms will be "cash in advance" thereafter.

### ACCEPTANCE OF AN ORDER:

Total Access Door Controls, Inc. reserves the right to decline any order, in whole or in part, when the type or quality of goods or credit worthiness is unsatisfactory to us.

### CANCELLATIONS:

All cancellations must be confirmed in writing. Cancellation of specially ordered material will be at the discretion of the manufacturer's cancellation terms.

### CLAIMS:

All claims must be reported to us in writing, within fifteen days of receipt of merchandise. Please notify us promptly of any discrepancy in shipment and/or invoicing.

### RETURNED GOODS:

A returned goods authorization (RGA) number must be issued before returning any material. We will not accept any returned material without an RGA number. All returns will be coordinated by our sales staff. A 25% restocking fee will be applied to all non-defective returns. Special orders are non-returnable. All customers are responsible for freight back on defective or returned to stock items unless negotiated with sales person in writing.