

See SFS Group USA, Inc. (SFS) sales and delivery terms and conditions, US Construction and Canada Construction from SFS website.

effective August 20, 2018

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## Pricing

- Pricing and units per package are subject to change without notice.
- Pricing is in US Dollars.
- Minimum billing is \$250.00 for product only. Shipping and handling charges in addition to \$250.00 minimum.

## Orders

- All orders will only be accepted, after completion of SFS credit process.
- All orders must be placed with a written purchase order.
- Fasteners shall be ordered and fulfilled in full box or full bag quantities only.

## Blanket Orders

- Blanket orders are accepted by a written purchase order only. Releases must be shipped within one year of purchase order issue date. Upon expiration of the purchase order, any remaining product will automatically be shipped and billed to the customer.
- Blanket purchase orders (PO) equal to total project value are required for projects requiring multiple deliveries. Blanket PO total value is based on SFS quotation from shop drawing takeoff. Blanket PO "releases", shall be defined within the blanket PO to coincide with each planned material delivery request based on construction phase.

### Example:

- Blanket PO value = \$50,000 with three planned delivery requirements for:
  - North elevation (assumed value = \$10,000)
  - East elevation (assumed value = \$15,000)
  - South & West elevations (assumed total value = \$25,000)
- Blanket PO "release" 1 for North elevation material due on site 20 days after blanket PO date
- Blanket PO "release" 2 due for East elevation material on site 45 days after blanket PO date
- Blanket PO "release" 3 for South & West elevations material due on site 85 days after blanket PO date

### Payment Terms:

- 50% pre-payment required of first blanket order "release" value so that first blanket order "release" shall be shipped. 50% balance, net 30 invoiced after shipment date of first blanket order "release".
- 50% pre-payment and 50% balance net 30 for each subsequent blanket order "release".
- Stamped engineering calculations and/or shop drawings (optional): 100% prepaid prior to services being provided.

#### Example (based on example shown above):

- 50% pre-payment 1 = \$5,000 required to release North Elevation material for shipment
- 50% pre-payment 2 = \$7,500 required to release East Elevation material for shipment
- 50% pre-payment 3 = \$12,500 required to release South & West elevations material for shipment
- Balance of 50% payable for each blanket PO "release", net 30 after material shipment

### Payment Types Accepted:

- Wire Transfer
- Credit Card - Visa or Mastercard
- Overdue invoices are subject to a fee of 1% interest per month.

### Quotations

- Quotations are valid for 60 days from creation date.
- Freight estimates must be given at time of quote.
- Quotations can be changed prior to acceptance.

### Custom Orders

- Custom orders are non-cancellable, non-returnable.
- Custom orders include any rails that are cut.
- Fasteners shall be ordered and fulfilled in full box or full bag quantities only.

### Cancellation or Modification

- SFS Group USA, Inc. reserves the right to bill the customer for any cost incurred by SFS for cancellation or modification made to an order after order acknowledgment has been issued to the customer.
- SFS Group USA, Inc. may cancel any order within 30 days and written notice to purchaser.

### Freight Terms

- Note: If required, fuel surcharges may apply.
- F. O.B. Freight
- Customer is responsible for freight.
- Customer is responsible for any expedited freight charges or non-standard deliveries.

### Lead Time

- In stock standard lead time - 2 weeks
- Non stock lead time - call for lead time
- \*Additional fees for expedited service may apply.

### **Return Policy**

- All returns must be approved by SFS. A Return Material Authorization (RMA) form must accompany all materials returned.
- All returns must be made within 90 days of receipt of product and in original condition. Must also be a current cataloged item.
- Returns are subject to a minimum 20% restocking charge.
- Special orders, custom cut rails, and discontinued items are non-returnable and non-refundable.
- Freight collect shipments are not accepted.

### **Shop Drawings**

If shop drawings are provided by SFS/Nvelope with respect to any order, then such shop drawing shall take precedence over any other drawings, specifications or other requirements provided by, or on behalf of, Purchaser. In the event Purchaser does provide any drawings, details, specifications or other requirements, SFS/Nvelope assumes no liability whatsoever for its interpretation thereof and Purchaser's acceptance of the shop drawings must be based on final approval by Purchaser or architects, engineers or other third parties retained by Purchaser.

### **Standard Exclusions**

Unless otherwise noted, the following items are excluded:

- Shop drawings
- PE stamp, project specific calculations
- Sales tax (customer shall provide reseller's certificate or sales tax will be added to all invoices)
- Mock ups
- All other materials not specified on quote.