
ORDER POLICY

<i>Purchase Orders</i>	A faxed, emailed, or hard copy of all purchase orders is required prior to processing an order.
<i>Pricing</i>	Prices are effective at time of shipment. Blanket orders and quantity discounts are subject to factory-minimum release schedules and manufacturer's price increases and surcharges.
<i>Schedule of Shipments</i>	Orders will not be accepted without firm, scheduled ship dates. Reschedule adjustments require 60 days' notification prior to scheduled shipping date. Scheduled shipments are subject to Factory conditions. Blanket orders not shipped within the specified time are subject to quantity repricing or a 2% per month carrying charge.
<i>Cancellations</i>	Cancellation of any order requires 90-days' notification and factory authorization. Standard catalog items will be subject to a cancellation charge on the net order (minimum of \$25). Full cancellation charges may apply on any non-standard or special order items.
<i>Returns and Repairs</i>	All returns and repairs require a Kraft Return Authorization number prior to return. All freight charges must be prepaid with the KRA number marked on each carton. Only new items will be accepted for return and are subject to incoming inspection. Returns will be subject to all applicable vendor restocking charges (minimum of \$25) and policies. Non-standard, special order items cannot be accepted for credit.
<i>Minimum Billing</i>	\$25 net per order on items from our inventory. Emergency and Drop Ship Orders will be subject to individual supplier minimums.
<i>Terms of Payment</i>	Net 30 days upon approved credit; cash-in-advance and progress payments may apply where insufficient credit is available or custom products are ordered. Shipments will be placed on hold if A/R balance exceeds 45 days.
<i>F.O.B. and Freight Charges</i>	F.O.B. and freight charges from factory or point of origin. Truck and air shipments are collect.