

Affordable Display Products, Inc.
TERMS & CONDITIONS
Acrylic & Cardboard Product Lines

Minimum Order: Blank stock items - \$50.00 Minimum purchase

Less than Minimum: A \$10.00 Less than Minimum charge will automatically be applied to all orders received under \$50.00.

Terms:

New accounts: new orders will require prepayment with company check or credit card. Customer must complete credit application to be considered for Open Account status. Open account terms are Net 30 on approved credit, deposits requirements may apply.

Sorry No UPS/Fed-Ex COD

Deposit requirements:

Custom and Imprinted orders are subject to deposit. Deposits must be received before order can be released to the production schedule.

Orders under \$1000.00:

All orders under \$1000.00, regardless of open account status are prepay company check or credit card.

Order Acknowledgements:

Imprinted and Custom Orders are confirmed in writing either by FAX or Email. Please review and contact Sales Department for any changes and or corrections. Order Confirmations, affirming all details are correct, will require customer approval by signature prior to the order being released to production.

Pre-Production Sample:

Stock Inventory item or Imprinted - \$50.00 plus Imprint Setup and PMS charge (if applicable)

Custom item:

Charge varies depending on item plus Imprint Setup and PMS charge (if applicable)

Custom Fabrication:

Fabrication/assembly allow for reasonable tolerance of +/-10% variance in production accuracy.

Production Times:

Typical production times are 10-15 business days after all approvals have been received and credit requirements met. Custom and large quantity orders TBD at time of order.

Over/Under Runs:

Up to a 10% variance may be shipped on Imprinted and Custom orders. Exact quantity requested orders are subject to an automatic 10% Surcharge. Overruns, if any, are shipped with the order unless otherwise noted by customer.

Drop Shipment and Fulfillment:

Please contact the Sales Department for charges and capabilities.

Label Artwork Specs:

Customer to Supply digital print-ready art thus avoiding additional lay out charges. Digital print ready art consists of artwork must be 300 dpi actual size. Accepted formats are: pdf, psd, jpg, png

Art files to be emailed to labels@affordabledisplayproducts.com

Digital Artwork Specs:

Customer to Supply digital print-ready art thus avoiding additional lay out charges. Digital print ready art consists of artwork in **EPS vector format**. Images using halftones or grayscale must be in the original designed form for best results in the screen print process.

Spot Color Imprinting at 55 lines per square inch

All text must be converted to curves and outlines.

Art files to be emailed to artwork@affordabledisplayproducts.com

Paper Proofs:

One (1) Paper Art Proof is supplied at no charge per imprinted order. Customer approval/signature is required before the order can be released to production. Customer/signature approval signifies the customer accepts full responsibility for the accuracy and size of intended imprint.

Paper Proof Changes:

One (1) allowed customer change at No Charge. Subsequent Paper Proof Changes are charged at \$30.00 per change

Shipping:

All orders are FOB Santa Ana, CA 92703 via preferred UPS Ground unless otherwise requested by customer.

Shipments via Truck/carrier will be at our carrier of choice unless otherwise requested by customer.

Customer may ship 3rd. Party on their UPS/Fed-Ex/Truck account number at no additional cost.

Export Documentation of \$20.00 plus brokerage fee will be charged on all orders outside the Continental USA.

Cancellation:

Orders where production has begun are subject to cancellation feeds and reasonable charges for material and labor. If there is a deposit on account, charges will be applied and credit balance refunded. If a debit balance occurs due to the cancellation it will be due and payable upon date of cancellation.

On Hold Orders and Storage:

Partial or complete orders placed On Hold prior to shipping will be invoiced in their entirety and are due and payable upon receipt of invoice. Monthly Storage fees will apply until the order is released and shipped.

Returns:

ALL returns must be authorized by the Sales Department prior to return. **RETURNS RECEIVED WITHOUT PROPER AUTHORIZATION WILL NOT RECEIVE CREDIT.**

Please call our Sales Department to obtain a RMA (Return Authorization Number). Returns are subject to 25% Restocking Fees. Custom or Imprinted orders may not be returned. Customer/Shipper is responsible for arranging shipment of the return. Credit is not given on any parts that are received damaged.

Damages:

All displays must be inspected for damage as soon as received. Any **damages must be called in within 2 business days of receipt** for an approved RMA # (Return Authorization Number). Once you receive a RMA number it will be valid for 15 days. If the item is not returned within 15 days the RMA will be voided and the return cancelled.

ALL Claims for Damage MUST be made within 5 Days of receipt of product. **Claims will NOT be accepted or considered after the 5 Day period.**