



RECREONICS, INC. INTERNATIONAL

TERMS AND CONDITIONS OF SALE

Recreonics, Inc.'s Minimum International Website Order Amount is \$500.00

I. When Ordering:

All pro-forma invoices **must be confirmed in writing** as proof of approval and confirmation of the order. All reference numbers and prices should be carefully checked by the customer before confirmation. As soon as written confirmation is received, orders can be processed. Change orders are **never** processed without written confirmation.

II. Shipments & Delivery:

Shipments, by air and by ocean, may be insured at customer cost by **RECREONICS, INC.** and/or by customer. Proof of insurance (fax copy of Insurance Certificate or statements to this effect) is to be submitted.

All shipments must be inspected by the customer at the time of delivery. Air shipments: claims for loss and/or damage must be made to the carrier at the time of delivery. Please take photos of all damaged merchandise. Ocean shipment: claims for loss and/or damage must be made upon delivery. All claims must be made within 3 days.

III. Pricing:

All prices for merchandise are ex works/ex factory + inland freight + handling and loading on board the vessel (F.O.B.) + ocean freight + insurance (CF). This means that there are extra costs involved in processing orders, which are **NOT** part of the equipment cost. Typical examples are Inland freight, freight forwarding fees, handling fees, insurance, banking fees, air or ocean freight and administrative processing fees and documentation indicated on the **Recreonics International Order Check List that must be completed (See Page 3 and 4).**

- A. Inland freight:** Transportation charges from factory to consolidator/port.
- B. Forwarding:** Fee for consolidation of merchandise, Certificate of Origin.
- C. Handling:** Fee for courier, documentation.
- D. Banking fee:** Fee for banking charges; varies depending on form of payment.
- E. Insurance:** Shipment to be insured for full value of merchandise by seller.
- F. Air/Ocean Freight:** Fee for transportation from consolidator/port to destination/port - specified on proforma.



IV. Terms of Purchase & Payment:

Our standard terms of sale are payment in advance by wire transfer and/or approved letter of credit.

Checks are only accepted if they are drawn on a U.S. bank located in the USA. Checks drawn on foreign banks and U.S. banks outside the USA are accepted, however, the checks must clear prior to shipping order(s).

Written authorization from **RECREONICS, INC.** must be obtained before returning any merchandise to us or to the manufacturer. The date of purchase and invoice number must accompany the returned goods and other required information as noted on the return authorization. Special order, obsolete, discontinued, unsellable or out of current design merchandise is not subject to return. The return of goods back to **RECREONICS, INC.** or to the manufacturer is the responsibility of the buyer and is subject to a minimum of 25% restocking charge.

All expenses to return any authorized merchandise are at the buyer's expense.

V. Letter of Credit

A request for implementing a letter of credit as your method of payment may be considered subject to:

- Must be drawn on a U.S. bank that is approved and accepted by our Recreonics bank as guaranteed payment.
- All conditions of Paragraph III in this document are in effect and appropriate charges will be in addition to equipment cost.
- All document details plus monies due must comply with the Recreonics, Inc. bank Stock Yards Bank and Trust.

Wire Transfer Information:

**STOCK YARDS BANK AND TRUST
1040 East Main Street
Louisville, KY 40206**

Routing Number: 083000564

Account Number: 1807595

Transfer Fee: \$50.00 USD



Recreonics International Order Check List

This form must be completed in full prior to a final quote being offered by Recreonics, Inc. The purpose of this check list is to gather all pertinent information regarding all international shipping logistics and other requirements, including items shipping to a freight forwarder in the US.

Date: _____

Customer Contact Name: _____

Company Name: _____

Mailing Address: _____

City: _____

State or Province: _____

Country/Postal Code: _____

Phone Number: _____

Email Address: _____

Ship to Address: _____

Please provide us with name and address of your Freight Broker or Freight Forwarder:

Broker Name: _____

Contact: _____

Phone: _____

Email: _____



Please check the type of delivery service you require.

- Door-to-Door
- Door-to-Port
- Freight Forwarder Located in the United States
- Other: _____

Note: Please understand that all door-to-door services are not always available for all destinations.

Please check your required Method of Transport:

- Air
- Ocean

Please provide us with date that you need the equipment ordered to be delivered to your facility by: _____

Please provide us with information regarding pallet and/or crating regulations that are applicable for this order and the country of import.

Please check the documents or services that will be required for this order.

- Commercial Invoice _____ copies
- Packing Slips _____ copies
- Certificate of Origin
- Certificate of Conformity
- Shippers Export Declaration (SED)
- Shippers Letter of Instruction
- Import Declaration Form
- Recreonics Corporate Seal
- Documents Certified By Local Government [Cost is \$100.00 Per Page Stamped]

If it is required to ship these documents out to your freight broker, please provide us with your carrier of choice, method of shipment and your account number:

Authorization Signature: _____

Please return this document to Recreonics, Inc. at sales@recreonics.com, or fax back to (502) 458-9471.