

## TRADING TERMS

Dear Customer

**Minimum Orders**

Order less than \$250.00 (ex GST) will attract a \$15.00 + GST Handling Charge (Back Orders Excluded)

**Freight Levy Charge**

All invoices excluding van docketts will include a non-deductible \$9.00 + GST Freight Levy Charge.

**Settlement Discount & Freight**

Freight is charged on all invoices and can be deducted at time of payment providing payment is made within 30 days of statement. There will not be any credit notes issued for freight.

Payment of all invoices is due strictly 30 days from statement. A settlement discount of 5% can be deducted for payment received within 7 days of invoice. **No settlement discount will be allowed for payment 30 days from statement; however freight charges can be deducted when payment is made 30 days from statement.**

**Credit Cards**

Due to the high cost in processing credit card payments, we will accept, Visa, Mastercard, and Amex, and the following surcharge will be charged on all credit card payments. Cheque and Direct Deposit payments do not attract surcharge only credit cards.

CREDIT CARD	SURCHARGE
VISA	1.01 %
MASTERCARD	1.01 %
AMEX	3.25%

**Retention of Title**

Title to the goods shall not pass to the purchaser until the full amount due for the goods has been paid and there is no money owing by the purchaser to Artique Designs Pty Ltd for any other goods delivered by Artique Designs Pty Ltd or any other account whatsoever.

**Stock Return**

Any stock returned will only be accepted if authorization has been given by head office and received from our nominated carrier. A handling charge may apply to the returned goods.

**Goods Claims**

Claims for damages and short deliveries must be made within 7 days of receipt of goods, after this time our refusal may offend.

**Overdue Accounts**

Goods will not be supplied to overdue accounts until such time as the account is brought up to date. Where this occurs, normal trading terms shall be re-established, and any orders being held shall be treated as being received on the day of payment. It will therefore lose its priority in stock allocations.

**Cost Clause**

Should your account exceed our trading terms and be passed for collection all costs including the debt, collection commission and solicitors fees and any out of pocket expense will be the liability of the customer.

Any queries you may have regarding our trading terms can be directed to Accounts Receivable.

Yours faithfully



**RAYMOND NOVAK  
DIRECTOR**

01/09