

ANDE ROONEY® SALES POLICY & PAYMENT INFORMATION

REQUIRED INFORMATION

NOTE: All customers must complete this form entirely before order processing will occur. Ande Rooney sells to brick-and-mortar stores only. Online sales are prohibited. We require the following information to process orders. Please attach and submit with this form.

- 1) Photograph of storefront
- 2) Photograph of designated retail space
- 3) Copies of official resale certificate / tax ID certificate / business license

If you have questions regarding your company's eligibility, please contact our office at (845) 691-2260.

SUBMISSION INSTRUCTIONS

Orders will be processed upon receipt of required information and attachments per above. Please e-mail, fax, or mail all documents to:

Ande Rooney Inc.
3 Lumen Lane
Highland, NY 12528
Phone: 845-691-2260
Fax: 845-691-2852
Email: information@anderooney.com

CONTACT & BILLING INFORMATION

Company _____
Name/Title _____
Billing Address _____

City/State _____
Zip/Postal Code _____
Country _____
Phone () _____
Fax () _____
E-Mail _____
Web Site _____
Tax ID Number _____
Type of Business _____

SHIPPING ADDRESS (If different than billing)

Address _____

City _____
State _____
Zip Code _____
Country _____

PAYMENT INFORMATION

Total Merchandise \$ _____
Shipping (See Sales Policy) \$ _____ **TBD**
 First Order Reorder Customer # _____
Terms (See Sales Policy)
 VISA MASTERCARD DISCOVER AMERICAN EXPRESS
Card # _____
Expiration Date _____ Security Code _____
Name (As it appears on card) _____
PO Number _____
Ship Date _____
Phone Number _____

SALES POLICY

DOMESTIC MINIMUM OPENING ORDER:

- Continental US including Canada & Mexico: US\$250
- Minimum Reorder: US\$150

DOMESTIC TERMS:

Mastercard/Visa/Discover/American Express. Net 30 days after third order providing credit references are submitted.

INTERNATIONAL MINIMUM OPENING ORDER:

- International: US\$1000
- Minimum Reorder: US\$500

INTERNATIONAL TERMS:

Mastercard/Visa/Discover/American Express or wire transfer.
(Bank details supplied upon request providing Minimums are met).

For international sales, contact Melinda Ramirez, Export Director at:
melindar@anderooney.com

SHIPPING:

Shipments are FOB Highland, NY, via UPS or Hundred Weight Service unless otherwise instructed. All freight charges and fees are paid by the customer. Approximately 17% East of the Mississippi, 21% West of the Mississippi.

SHIPPING CLAIMS:

Any shipping damage or breakage must be reported immediately to Ande Rooney Inc. **within 5 days of receipt.** Please retain all packaging material for the carrier's inspection of the damage claim. When unpacking your shipment always keep in mind that our products are hand screened or lithographed on metal plate. There may be imperfections and variations in color due to the temperature of the heating method.

- ALL RETURNS WILL BE REFUSED UNLESS ACCOMPANIED BY RETURN AUTHORIZATION NUMBER ON SHIPPING LABEL.
- ANY CLAIM NOT FILED AS SPECIFIED WILL NOT BE HONORED **PLEASE NOTE: DAMAGES OR SHORTAGES MUST BE REPORTED TO ANDE ROONEY, INC. WITHIN 5 DAYS OF RECEIPT.**
- **WE DO NOT OFFER A WARRANTY PROGRAM.**
- ALL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE AND WILL BE THOSE IN EFFECT AT TIME OF SHIPPING.
- ALL SALES ARE FINAL
- NO RETURNS WILL BE ACCEPTED AFTER THE 5 DAY GRACE PERIOD.

OFFICE USE ONLY

CUSTOMER # _____
TERMS _____
SHOW _____
ORDER # _____

11.20.20