

# MELROSE

## Terms and Conditions

### ORDERING

P: 217-222-2144 or 800-282-2144

F: 888-219-4577

E: [buy@melroseintl.com](mailto:buy@melroseintl.com)

[www.melroseintl.com](http://www.melroseintl.com)

**Hours:** Monday through Friday 8:00 AM to 4:30 PM (CST)

### F.O.B.

Quincy, IL warehouse, unless otherwise specified.

### PRICING & PACKAGING

Example:

\$9.00 / \$8.00 / \$7.00 ea (min. 4) [16]

Good / Better / Best Price Levels

(min. 4) minimum purchase quantity

[16] case pack

- **\$250 minimum opening order for new customers, with no minimum reorder!**
- Shop by quantity breaks or loyalty discount level.
- Items must be purchased in multiples of the minimum purchase quantity.
- Your price tier will be determined based on the total of your initial order, or quantity break.
- This discount tier will be granted on all subsequent orders of any amount.
- To maintain your discount tier for future years, your total annual purchases must reach the dollar amount required on the initial order.
- Your account will be periodically reviewed for qualification.
- Prices are subject to change without notice.

### TERMS

All new accounts must complete a [credit application](#) to be approved for terms.

- Prepayment by credit card or check. All major credit cards are accepted. Prepayment orders will be cancelled 14 working days after order date if payment is not received. \$25.00 charge for returned checks.
- Check by Phone/Fax is available.
- Open account. Available only with credit approval. Allow 1-3 weeks for credit to be processed. Payment due by check or money order 30 days from invoice date. Charge of 1.5% per month on unpaid balance. \$25.00 charge for returned checks, and withdrawal of open account privileges.
- All policies and payment terms subject to change without notice.
- Certificate of Resale Tax Exempt Number required.

### CHRISTMAS DATING

- \$2,500 minimum order on orders placed between January 1, 2017 and May 31, 2017.

- No payments until December 1, 2017.
- No additional product added to order after shipment (includes backorders).
- Good on 2017 Holiday orders only. Does not work on sale or special priced merchandise.
- No special ship dates. Product begins shipping as early as June 1, 2017.
- Subject to credit approval.
- For complete details, please download the [2017 Christmas Dating Form](#)

### **BACK ORDERS**

Back orders will be shipped automatically, without notice, up to 90 days, unless the customer specifies a cancellation date, or states that no back orders will be accepted. Discounted items or sold out items will be automatically canceled.

### **CLAIMS**

All claims must be made within 30 days of receipt of merchandise. Claims made after this period will not be honored. Any undamaged or refused merchandise will be subject to a 20% restocking fee and appropriate freight charges. All returned merchandise must be shipped in the original packaging and labeling.

No returned merchandise will be accepted without a return authorization from Melrose International, LLC.

### **TAX CERTIFICATES**

All Melrose customers must fill out and submit a completed [Illinois CRT 61 Tax Form](#), along with a copy of your company's Certificate of Resale as granted by the state of residency for your business. Melrose is required to have these documents on file for each company that purchases goods from us.

Please be sure the CRT 61 contains your business name, address, city, state, resale number, signature and date. (If your business is located in the following states: AK, DE, NH, MT or OR, please provide us with a copy of your Business License Certification.)

Please email or fax the completed forms to [amyh@melroseintl.com](mailto:amyh@melroseintl.com) or 888-219-4577.