

HERITAGE GROUP DISTRIBUTION

TERMS

Retailer Discounts are 40% based on minimum orders of 5 assorted books. Orders of 4 books or less receive a 20% discount. Shipping charges are based on Canpar/UPS established book rates. First time orders require prepayment.

RETURNS POLICY

1. Books are eligible for return without prior approval after three months and up to twelve months from date of invoice provided they have been paid for and remain in resaleable condition.
2. All returns based on damaged books or shipping problems require prior approval from the Accounts Manager. Please clearly mark any defects on books returned for this reason.
3. Returns sent collect will not be accepted. All freight must be prepaid.
4. Full credit will only be granted for books free of stickers. A restocking charge may apply to any books that can be restored to resaleable condition.
5. Original invoice numbers must be supplied for 100% credit. Restocking charges of 10% apply otherwise.
6. Claims for adjustments must be received within eight weeks of the shipping/invoice date.
7. All returns or adjustments will be issued in the form of a credit memo against the account balance.
8. On books due for reprint, Heritage Group Distribution reserves the right to give any buyers of such product notice that the return period has been limited to thirty days, after which copies of that printing will become non-returnable. The purpose of this is to allow the efficient disbursement of books as it nears the reprint date.

NAME OF BUSINESS

Business Name _____

Address _____

City/Province or State _____

Postal Code _____

Phone _____

Fax _____

Purchasing Contact _____

A/P Phone _____

Are purchase orders used?

Yes

No

E-mail address _____

Website _____

TRADE REFERENCES

1. Company _____

Name _____

Phone _____

Address _____

Bank Name and Account No. _____

Address _____

Phone _____

I understand that the seller's normal terms are net 30 days and that overdue amounts are subject to an interest charge of 1.25% per month. I hereby certify the information provided above is correct to the best of my knowledge and the terms under which we have authorized purchase are acknowledged.

Signature _____

Name _____

Title _____

Date _____

Account Classification _____

MERCHANDISE CLIENT AGREEMENT (IF APPLICABLE)

Merchandise display racks supplied by Heritage Group Distribution are provided solely for the display of book stock purchased from Heritage Group Distribution. Such racks are to be maintained in attractive condition at all times while on loan from Heritage. On their periodic visits, Heritage sales representatives shall be allowed to remove any non-Heritage product from said displays and point out such discrepancies to retail staff. Heritage display merchandise may be removed by Heritage at their discretion or at the instruction of the retailer. A refundable security deposit applies, please consult your sales representative.

Heritage Group Distribution equipment on loan to this store includes:

Date _____ Delivered by: _____ Received by _____
(Print Name) (Print Name)

Signature _____ Signature _____
(Heritage Group Distribution) (Signature)