



## **Payment**

- Payment is due according to the terms established with Summit Machine, Inc. Payments not made by their due date are considered late, and your account will be in a delinquent status. Payments not made within 30 days of their due date will result in no further shipments being made until account is brought current.
- Credit and/or Debit card payments made after the time of shipment will be assessed a 3% fee of the payment amount.

## **Shipments and Deliveries**

- Customer is responsible to pay all shipping costs.
- Any items delivered via our vehicle within 20 miles of our facility will be charged a \$10.00 delivery fee. For deliveries further than 20 miles an additional \$.50 per mile will be assessed.
- All drop shipments will be assessed a shipping and handling fee of \$5.00.
- All drop shipments will be assessed a 30% surcharge to the shipping cost.
- Items ordered in quantities less than that listed for Dealer Pricing will be charged Jobber Pricing. This includes split shipments. (A split shipment is an order where the total of the parts meets the criteria for Dealer Pricing but the parts are being split and sent to different addresses.)
- Any shipment problems must be reported to us within 30 days from when the items were delivered.

## **Returns**

- Customer is responsible to pay for all shipping charges for returns.
- No returns on custom parts, or parts with custom engraving.
- All returns must be shipped to Summit Machine within 30 days of date customer received it.
- All returns must be authorized by a Summit Machine employee and include a Return Material Authorization (RMA) number.
- There will be a 25% restocking fee for all returns.
- Items returned must be packaged in the same condition as they were originally sent. Items returned damaged due to improper packaging will have a restocking fee of up to 50%. Returns with shipping damage to the parts so severe they are not re-sellable will receive no credit.
- Customer is responsible for all claims to shipping carriers on returns.
- Returns shipped after 30 days of ship date or received without an RMA will not receive credit. Items can be re-shipped to customer at customer's expense.
- Original shipping charges will not be credited.

## **Custom Parts**

- All non-Summit Machine parts will have a minimum of a 6 week lead time to manufacture.
- A minimum quantity of 20 parts is required for a non-standard/non-stocked item. (This minimum quantity cannot be a combination or accumulation for more than one custom part.)
- A \$80.00 set-up fee will be charged for each non-standard/non-stocked item each time it is manufactured.

## **Orders**

- Acknowledgments will be sent via e-mail, fax or mail for all orders placed. Please review them upon receipt for order accuracy and contact us immediately for any corrections or adjustments that are needed. Corrections or adjustments reported at a later date can delay the delivery of your parts.
- To ensure accuracy and prevent delay of your order, the Summit Machine part number (or the part number of a company in which we are a dealer) must be included on all non-Summit Machine Order Forms or Purchase Orders.
- When not ordering using the Summit Machine Order Forms make sure quantities ordered reflect the packaged quantities. (For example, if you would like 10 of an item we sell in packages of 10 indicate a quantity of 1. If you indicate a quantity of 10 you will receive 10 packages, which is 100 parts.)
- No guaranteed same-day shipping on orders. For items in stock, orders will ship within 24 hours of being placed.
- All items must be ordered in the minimum quantity listed for that part to receive Dealer Pricing.
- Items ordered in quantities less than that listed for Dealer Pricing will be charged Jobber Pricing. This includes drop shipment and split shipments. (A split shipment is an order where the total of the parts meets the criteria for Dealer Pricing but the parts are being split and sent to different addresses.)

## **Product Application and Use**

Summit Machine, Inc. products are for off-road use only and use of products sold by Summit Machine, Inc. is done at the consumer's own risk. Safe installation and use of products is the strict responsibility of the purchaser. Summit Machine, Inc. does not accept responsibility for improper use, modification, or installation of any products purchased from Summit Machine, Inc.