

### 1. PAYMENT TERMS

Payment terms are strictly 14 days from date of invoice unless specified otherwise. Payment for orders accepted on other terms shall be due in strict accordance with the terms quoted.

### 2. OUTSTANDING ACCOUNTS

A credit charge of 4% compound interest will be levied, per month, for each month this invoice remains outstanding as from due payment date. The company reserves the right to vary the rate of interest charged.

Any account outstanding for MORE THAN SIX MONTHS will be passed, out of hand, to our debt collection agency and will be subject to a surcharge of £125.00 (one hundred and twenty five pounds sterling) to cover the cost incurred; such accounts will also be subject to ALL other costs and legal fees incurred in obtaining settlement.

### 3. CANCELLATION CHARGES

No change of order can be accepted unless agreed in writing by the Company 21 days before the due delivery date. Any cancellation of part, or whole of the order, once accepted by the Company, will be charged at 25% of the order value.

### 4. CHANGE OF ORDER

All changes to customer purchase orders shall be in writing. If any such change causes an increase in the cost, an equitable adjustment will be made in the contract price. If any such change should cause a decrease in cost, this will be treated as a cancellation i.e. a charge of 25% will be made on the difference in cost between the new and original order

### 5. UNPAID CHEQUES

The company reserves the right to charge for any unpaid cheque that is re-presented to the issuing bank. Such charges shall be based on the current business tariff of the Company's bank, plus a handling charge.

### 6. RETENTION OF TITLE

All goods and Service/Repair parts shall remain the property of the Company until the price has been paid in full and the customer shall remain a bailee only until payment is made.

### 7. COMPLAINTS

Any complaints by the customer relating to this invoice must be notified by the customer to the Company in writing within 14 DAYS of the date of the invoice.

### BANK DETAILS

United States of America	United Kingdom	France
The Chase Manhattan Bank 221 Park Avenue South New York New York 10003 USA	The Royal Bank of Scotland 91-93 Regent Street Leamington Spa Warwickshire CV32 4NT England	HSBC 3 Rue La Boetie B.P. 28308 75364 Paris Cedex 08 France
Account name S+AS Limited Account No 091-1694507-65 Fedrouting 021000021 Swift CHASUS33	Account name S+AS Limited Account No 12191543 Sort Code 16-23-15 Swift RBOS GB 2L IBAN GB91RBOS16231512191543	Bank Code 30056 Account No 00503714400 Sort Code 00050 Key 23

(E&OE) – Errors and Omissions excepted