



**Quote TXMAS-15-7102**  
**9 to 5 Seating c/o Perry Office Plus**

**Please allow 4-6 weeks for delivery.**  
**Quote is valid for 30 days.**

**WWW.PERRYOP.COM**

1401 N. 3rd Street  
Temple, TX 76503  
Office 254-778-4755  
Fax 254-778-3535

**Address Purchase Order To:** Prepared For  
**Perry Office Plus**  
**1401 N Third St**  
**Temple, TX 76501**

Prepared By

Date: 9/14/2015  
Cortina Brisa- Mathews.sp4

Line #	Notes	Qty	Mfg	Part No.	Part Description	List	% Discount	Sell	Ext Sell
1		1	925	2910-M1-A7	High-Back, Multi-Function Control, A7 Height & Width	\$ 1,180.00	60.40	\$ 467.28	\$467.28
				GRADE-F	Fabric Grade F				
				(FXXX)	*** Brisa, Coffee Bean 303-3023***				
				~	BA19 Chrome Base				
				~	C7 Polished Accent Carpet Casters				
2		1	PER		Installation- one chair	\$ 37.97	0.00	\$ 37.97	\$37.97
<b>Project Total:</b>									<b>\$505.25</b>

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## Terms and Conditions of Sale for Furniture Purchases

### ORDER PLACEMENT INFORMATION

Approval of Credit- All orders are subject to approval of Credit and, unless already on file, must be accompanied by a Perry Business Credit Application.

Order Acceptance- Perry Office Plus requires all orders to be in writing to assure completeness and to avoid errors and duplications. Delivery lead times are estimated from the date a valid order is submitted to Perry Office Plus, not from the date of this quotation.

Order Changes and Cancellations- Requests for changes or cancellations in orders previously received by Perry Office Plus must be in writing and are subject to approval. Additional charges may apply. Changes, if approved, may alter delivery dates.

Return Policy- Manufacturer Direct/Custom orders are made and assembled according to Buyer specifications. These orders shall only be returnable/credited if defective/damaged at time of delivery and installation. Perry Office Plus, at its own discretion, may approve non-direct, non-custom product for return/credit. Product approved for return will be subject to a 20% restock fee. Design, assembly, installation, handling and delivery charges are non-refundable.

### BILLING POLICIES

Terms of Sale- All invoices are due and payable no later than the 10th day of the month following the date of the invoice.

Taxes- Unless specified, the prices do not include any applicable taxes. The buyer agrees to pay or reimburse Perry Office Plus for any such taxes Perry Office Plus is required to pay. Any specified taxes are subject to change in accordance with the laws of the governing agency.

### SHIPPING, DELIVERY, INSTALLATION & ACCEPTANCE

Delivery Dates- Perry Office Plus shall exercise every possible means to ensure a timely arrival. However, Perry Office Plus shall not be held liable for failure to meet requested delivery dates.

Freight- Unless specified, charges are estimates, actual freight charges may vary.

Loss or Damage- Until title has transferred to the Buyer, any loss or damage shall not be the responsibility of the Buyer. Lost or damaged product shall be repaired or replaced at Perry Office Plus' sole discretion. Once title passes to the Buyer, risk of loss or damage shall be the Buyer's responsibility.

Storage- For orders requiring a specific delivery date, provided the product does not arrive earlier than the date requested, safe and adequate storage space shall be provided by the Buyer. Should the Buyer need to delay delivery, any additional fees including, but not limited to, handling and storage shall be the responsibility of the Buyer. Orders originally scheduled to ship to Perry Office Plus may be stored for up to three weeks after the originally requested delivery date at no charge. After three weeks, Buyer will be assessed a weekly storage charge of 1% of the total amount of the order until it is delivered. Orders originally scheduled to ship directly to customer's ready site may be redirected to Perry Office Plus and will incur handling fees plus 1% storage fee beginning at time of delivery to Perry Office Plus.

Delivery & Installation- The job site shall be clean and free of debris prior to delivery and installation. Adequate electrical current and lighting as well as areas for off-loading, staging, moving and handling shall be provided by the Buyer. Unless specified, Perry Office Plus shall not handle any of the Buyer's existing furniture or equipment. Under no circumstances shall Perry Office Plus handle any of the following equipment: computers, printers, copiers, fax or postage machines, telephones, fire files or safes, or any other data storage device. Perry Office Plus, at its sole discretion, may provide services needed to move, rearrange or reconfigure existing furniture. Buyer must request these services in advance. Perry Office Plus' standard labor charges will apply, according to the circumstances. Unless otherwise noted, delivery and installation shall be made Monday thru Friday 8:00 am to 5:00 pm. Perry Office Plus, at its sole discretion, will determine the method and type of labor for all delivery and installation charges. Buyer shall be responsible for any required specialized methods of delivery or installation and/or specialized labor (electricians, data, phone, union labor, etc). Delivery and installation charges are subject to state sales tax and are due and payable on invoicing. If any of the above conditions are not met, the delivery and installation charges are subject to change.

Force Majeure- Perry Office Plus shall not be liable for any failure to perform if such failure results directly or indirectly from: its inability to obtain materials, parts or supplies at reasonable prices or through usual and regular sources or on a timely basis; interruption of transportation, government regulation, labor disputes, strikes, riots, insurrection, war, civil commotion, fire, flood, accident, storm, act of God, or any other circumstances or abuse beyond Perry Office Plus' control.

Acceptance- Immediately after delivery/ installation Perry Office Plus and Buyer shall perform an inspection for conformity to the order and for defects or damages, and shall note, in writing, all such mutually agreed upon items on an installation "Service Report". Upon completion of the inspection, Perry Office Plus and Buyer shall sign the Service Report, which shall constitute the Buyer's acceptance of the products as received and installed, subject only to the contents of said Service Report.

**Quotation Accepted By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Name** \_\_\_\_\_  
**Title** \_\_\_\_\_ **PO:** \_\_\_\_\_