

# Ordering Information

Premier GPO - Contract #PP-FA-874

<b>Contract Period:</b>	7/1/2021 - 6/30/2024
<b>Geographical Coverage:</b>	U.S.A.
<b>Point of Production:</b>	Holland, MI 49424
<b>Products Included on Contract:</b>	All products.
<b>Installation:</b>	Extra and negotiated per order by Dealer
<b>Payment Terms:</b>	Net 30
<b>Credit Cards Accepted:</b>	Visa, Mastercard or American Express
<b>Time of Delivery:</b>	Most orders are shipped within 30-45 days of received PO.
<b>FOB Point:</b>	Destination
<b>Pricing:</b>	Refer to the Trendway's February 2018 price list.
<b>Ordering:</b>	The Premier member may issue the Purchase Order (PO), referencing the Contract Number PP-FA-874, to the authorized dealer. Authorized dealers will upload the order through Trendway's ordering portal.
<b>SPA:</b>	29242-0 Furniture, Seating, Tables & Systems 29242-1 Moveable Walls 29242-3 Soft Seating

## Premier Member Discount off February 2018 Catalog Pricing:

Products	Price Range	End User Discount - Delivered
Choices Capture Choices Freestanding	\$1-\$250,000	59.00%
	\$250,001-\$500,000	62.00%
	\$500,001+	Negotiable, 63%+
Pack	\$1-\$250,000	59.00%
	\$250,001-\$500,000	62.00%
	\$500,001+	Negotiable, 63%+
Intrinsic Freestanding, Trig, and Acrylic Screens	\$1-\$250,000	55.00%
	\$250,001-\$500,000	59.00%
	\$500,001+	Negotiable, 60%+
Demountable Walls	\$1-\$250,000	46.00%
	\$250,001-\$500,000	56.00%
	\$500,001+	Negotiable, 53%+
Tables & Seating	\$1-\$250,000	53.00%
	\$250,001-\$500,000	56.00%
	\$500,001+	Negotiable, 57%+

**Shipping:**

All orders shipped to any destination within the contiguous United States will be F.O.B. destination freight prepaid, and risk of loss or damage shall pass to Buyer upon delivery. Trendway will determine the method and agency of transportation to be used.

Exceptions to standard prepaid freight are as follows:

- Customer directed expedites (Air Freight, Team Hauls) will be prepaid by Trendway and Customer will be billed the difference between standard and expedited freight.
- Truckload deliveries that are requested to deliver on weekends, Holidays or after 12:00 noon EST on Friday's will have an additional charge of \$450 per truck.
- Excessive unloading (in excess of 2 hours) will be billed at \$50 per hour after the initial 4 hour unloading period.
- LTL shipments normally deliver between 8:00 am and 5:00 pm, Monday through Friday. A specific delivery time on your assigned delivery date can be requested for an additional charge of \$150. This charge does not apply to full-truckload shipments. Requests for specific dates/times falling outside standard delivery timeframe for the carrier serving your area constitute Expedites (see Customer-Directed Expedites, above). Expedite charges do apply to full-truckload shipments.
- Lift Gate service will have an additional charge of \$85 for an LTL carrier. For lift gate service on a truckload, contact Customer Care.
- Inside delivery service starts at \$50. Call Customer Care for quote.
- Reconsignment cost after shipment, starts at \$50. Call Customer Care for quote.
- Special equipment requirements call for a quote.

In the event that special F.O.B. Destination terms are agreed to by Trendway or delivery is made on Trendway-owned or -leased equipment, customer or authorized representative is responsible for noting any freight damage or shortage on the freight bill of lading at time of delivery and must notify Trendway within five (5) days of delivery day of any such damage or shortage. Assistance in a concealed damage claim on an F.O.B. Destination shipment will be provided by Trendway only if the product has been immediately unpacked and both the carrier and Trendway have been promptly notified of resultant damage so the proper inspection can be made.

Shipping Note: Trendway strives to minimize packaging to help the environment and to make installations faster and cleaner.

Trendway ships products in using various packaging methods based upon the product type and shipping method (full truck vs LTL), all of which are designed to provide protection for the product while minimizing packaging materials.

Trendway test packaging designs to ensure their effectiveness.

**Warranty Provision:**

Refer to Trendway February 2018 Price List

**Cancellation / Returns:**

Refer to Trendway February 2018 Price List

**Contractor Address:**

Trendway Corporation, P.O. Box 9016, Holland, MI 49422-9016

**Contact Information:**

Sales – Amy Maxey, 812.661.0599 / AMaxey@fellowes.com

Contract – Melissa Fuller, 812.639.8141 / MFuller@fellowes.com