

API Booking –Terms & Conditions

Booking Lead Time/ Cut off time

Booking should be submitted at least **5 working days** in advance for China, Taiwan, Vietnam, Indonesia. For any urgent booking, at least 3 working days in advance. If air travelling is required or inspection services outside of the above areas: **7-10 working days** in advance.

Booking cut off time is 15:00 (HK time Monday to Friday). Received booking after 15:00 will be treated on the next working day.

Late Cancellation / Rescheduling Charge

In case of postponement or cancellation of an inspection date, the factory is requested to inform the local office 24 working hours prior to the confirmed inspection date (excluding regular rest days and public holidays).

Rate and Charges if any non-compliance

Late cancellation: MD rate x number of inspectors + any expenses occurred

Revised booking: if more than 2 times, USD 25 (or RMB 175) each time

Inspection booking Guide

1. One booking one inspection location and one service type (only picking can be grouped with other service type like inline or final inspection),
2. One inspection date per one booking form,
3. One booking for one department even for same client,
4. Separate booking if re-inspection.
5. Please upload product photo for quotation.
6. supplier/factory shall ensure production are finished and packed (% as per customer required) on the date requested each time.

Impossibility to start the inspection as the goods are not ready

Except special requirement from buyer, Final Random Inspection will only be performed if the production is 100% finished and at least 80% packed.

Should API inspectors arrive at the factory and not be able to start working because the goods are not ready, API inspectors will wait for a maximum of 2 hours only. After that the Inspectors will issue a “Missing” report and leave the factory.

If after 2 hrs. waiting goods are not available for inspection on the confirmed date, factory has to be responsible for paying the re-inspections (2nd visit) fees with prepayment.

Rate and Charges if any non-compliance

Inspection fee in full + travel expenses

Equipment & Assistance for inspection

Ensure all required equipment for inspection are calibrated & available before API’s inspector arrival.

Provide inspection room with sufficient light and enough workers to facilitate the inspection such as loading/unloading of cartons, opening the packages and repacking the products.

Overtime work

If inspectors have to work overtime for reasons caused by the factory, a surcharge will be charged to the factory.

For the calculation, local time (factory location) is considered.

Rate and Charges if any non-compliance

From 18:00 to 21:00 (local time)

- USD 40 per hrs./ inspector (China)
- USD 60 per hrs./ inspector (Overseas)

After 21:00 (local time):

- USD 60 per hrs./ inspector (China)
- USD 80 per hrs./ inspector (Overseas)

Sunday and Public holidays

If inspectors need to work on Sunday or Public holiday for reasons caused by the factory, a surcharge will be charged to the factory

Rate and Charges if any non-compliance

- 2 x MD rate for Sunday
- 2/3 x MD rate for Public holidays

Payment Terms

Settle the full payment no later than 16:00 the working day before inspection.

Notify us by email and copy the bank receipt with “API Inspection Number” & “Invoice Number” marked. API will arrange inspection as scheduled upon reception if applicable.

Liability

The liability of API in respect of any claims for loss, damage or expenses of whatsoever nature and howsoever arising in respect of any breach of contract and/or failure to exercise due skill and care, shall under no circumstances exceed a total aggregate sum equal to 10 times the amount of the fee or commission payable in respect of the specific service required under the particular contract with API which gives rise to such claims. The liability of API shall be limited to 5 times if level GI is used during inspections and limited to 2 times if lower levels are used or if several items are combined for the inspection.

General Terms

All activities of Asia Pacific Inspection Ltd are governed by the General Terms and Conditions, which can be provided upon request.

Disclaimer

Where the client instructs/agrees API to perform inspection by using combined items sampling method, the client is deemed to agree taking substantially high risks of missing quality and other problems during inspection. Clients agree API shall not be held liable in any respect concerning such method.



For the avoidance of doubt, Asia Pacific Inspection shall not bear the responsibility of the manufacturer and the Inspection performed does not relieve the manufacturer of its contractual duties and of the indemnity to be paid in case of a breach. Asia Pacific Inspection does not guarantee or insure the manufacturer's obligations.

Any questions about our booking procedures, please check with our Customer Service

THANK YOU VERY MUCH FOR YOUR ATTENTION AND COOPERATION