

BOOKSELLERS TERMS AND PAYMENT FORM

1. Payment Terms: First order **must** be prepaid
 - Major credit cards accepted (Visa, Mastercard, American Express)
 - Check drawn from a U.S. Bank in U.S. Dollars
 - Net 30 Billing is acceptable after first order is prepaid and upon completion of **Credit Application Form** and approval from our Accounting Department
 - International - Wire Transfers are acceptable. Ask for details
 - Proformas (Invoice Quotes) e-mailed upon request

Your Sales Account Representative: Marie Kuta

E-mail: MKuta@allured.com or Books@allured.com

Phone: 1-630-344-6032 Fax: 1-630-653-2192

2. Return Policy: Non-Returnable, Non-Refundable unless damaged or shipping error.
Shipping address for damaged titles (please ship a copy of the invoice and reasons for return):

**Allured Business Media
336 Gundersen Dr., Suite A
Carol Stream, IL 60188-2403
www.AlluredBooks.com**

3. Shipping: Distributor to pay all shipping costs.
 - VAT and other taxes are the Distributor's responsibility
 - Allured Books ships using UPS or Fed Ex with tracking numbers
 - Freight Forwarders (FF) can be used by Distributor to cut down on shipping costs, however, **Allured Books releases all shipping responsibilities once the package is delivered to the buyer's freight forwarding destination.** It is the buyer's responsibility to inform the correct shipping address and contact information of the assigned forwarder to Allured Books. We are not liable for any loss or damages that occur after shipment has been released to the assigned forwarder. The buyer will take sole responsibility of all lost or damaged shipments.