

# General Info

In assembling this catalog, we have strived to make a complete and up-to-date reference of electrical, plumbing and telecom supplies for which there is an active demand. With that in mind, we want to emphasize that there are numerous items, from many manufacturers that we have access to that are not listed in this compilation. Special catalogs, spec sheets, etc. will gladly be furnished upon request.

**Terms** – Customers with acceptable credit standing are given terms of net thirty days, subject to standard cash discounts on some classes of material. If you do not have an account with us, we can give prompt service on your order if you wish to provide credit references and other financial information by completing a credit application. We accept all major credit cards if you wish to maintain a COD account.

**Prices and Data** – Prices and data in this catalog are subject to change without notice. Prices are for comparison only and not intended as quotations. When definite quotations are necessary, please consult our office. All local, state and federal taxes of any nature must be added to quoted prices unless they are already included.

**Orders** – We use manufacturer's catalog numbers whenever possible. The exceptions would be wire and pipe, which have been assigned our own internal number. When placing an order, please use manufacturer's number and the name of the item. All confirming fax orders need to be marked as such to avoid duplications.

**Shipping** - Please send shipping instructions with all orders. If this is not done, we will use our own judgment. When we allow freight, we reserve the right to choose the method of shipment.

**Loss and Damage in Transit** – We are not responsible for any loss or damage in transit, and claims should be made promptly against the carrier. If we are notified of any claims, we will gladly assist for a speedy solution. We cannot be held responsible for loss or damage after receipt from our transportation companies.

**Returns** – No materials should be returned for credit or exchange without first requesting permission. We will correct any mistakes with the least cost to you, our customer. We will not receive goods returned without our authorization. An RGA (Return Goods Authorization) can be obtained by calling the office. All returns must be shipped with outer boxing. (Do not mar up any original item boxing with any stickers or notes.)