



October 4, 2017

## **Manufacturers Drop Shipping Policy**

### **Drop Shipping Policy**

The following represents the Manufacturer's Official Policy regarding the Drop Shipping of Goods for all Distributors and Resellers effective for purchases received beginning **October 1, 2017**.

1. Distributors are encouraged to maintain sufficient stock levels to support their customer base in order to avoid Drop Shipping where possible.
2. Drop Shipping is available for all domestic USA shipments only.
3. The Manufacturer will not Drop Ship to any international region/location including U.S territories outside of the 50 contiguous United States.
4. Manufacturer offers Drop Shipping through FedEx, UPS, and USPS.
5. Manufacturer does not drop ship on 3<sup>rd</sup> party accounts, because of liability issues.
6. Each purchase order for the Drop Shipping of product is subject to acceptance by Manufacturer in accordance with Distributor/Reseller's instructions.
7. Title and risk shall pass from Manufacturer to Distributor/Reseller upon delivery to carrier.

### **Drop Shipping - Process**

1. All requests for Drop Shipping must be provided to the Manufacturer on the face of the purchase order and shown in the purchase order description. This is to avoid purchase orders being returned to Distributor/Reseller for corrective action.
2. Verbal requests or email requests are not acceptable. The request must be on the purchase order, along with complete shipping instructions.

### **Drop Shipping – Return to Sender**

1. In the event a Drop Ship order is returned to Manufacturer from the receiving third party, the Distributor/Reseller will be responsible for the full payment of the purchase order, the drop shipping fee and the cost to re-ship the order to the Distributor/Reseller.
2. Any Drop Ship order that has left the Manufacturer's warehouse and is recalled by the Distributor/Reseller, and is returned to the warehouse is subject to a 25% restocking fee and all Drop Shipping Return fees. Distributor/Reseller is fully responsible for the payment of such fees.