

# BILLING AND SHIPPING CONFIRMATION

## BILLING ADDRESS

**ORGANIZATION/BUISNESS NAME:** \_\_\_\_\_

**C/O** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_

**STATE:** \_\_\_\_\_

**ZIP** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

## SHIPPING ADDRESS

**ORGANIZATION/BUISNESS NAME:** \_\_\_\_\_

**C/O** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_

**STATE:** \_\_\_\_\_

**ZIP** \_\_\_\_\_

**NOTES:** \_\_\_\_\_

**Shipment:** The goods shall be shipped F.O.B. (Freight On Buyer) carrier ASI's factory, Garland, Texas. All risk of loss passes to Buyer when ASI delivers the order, or any portion thereof, to the carrier. **If Buyer does not specify a preferred method of shipment, ASI shall exercise sole discretion in selecting a method of shipment.** ASI uses the services of major common carriers and delivery services and, for foreign orders, freight forwarders. All costs and expenses relating to shipment, including insurance, customs expenses, duties, taxes, etc. shall be the sole responsibility of Buyer, **ASI generally will ship freight collect, unless Buyer requests other arrangements and prepays ASI for all shipping expenses.** Shipments will be insured at Buyer's expense unless otherwise specified, and ASI assumes no responsibility for placing of valuation upon a shipment unless requested to do so by Buyer. Partial shipments of any order from Buyer may be made by ASI in order to facilitate the earliest possible delivery of the item ordered; provided, however, that partial shipment shall not be made unless ASI has been paid in full for the entire order.

**Delivery:** The projected delivery date is ASI's reasonable estimate, based on current and anticipated factory loads, of when the order will be shipped. ASI shall not be liable for damage or for delay in delivery arising from causes beyond its control and without its fault or negligence including, but not limited to, acts of God, acts of government, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes or delays, and severe weather. If the delay is caused by the delay or default of a subcontractor of ASI and if such delay arises from causes beyond the control of either ASI or the subcontractor, ASI shall not be liable to Buyer in damages.

**I have read and completely understand that shipment is my responsibility both financially and solely. Any and all additional charges added to quote provided are also my responsibility.** The above shipping address given is the final destination point, and any changes made after shipment has left ASI's dock will be the buyer's responsibility for the cost of the re-consignment and fees.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_