



TERMS & CONDITIONS

PAYMENT

We accept Discover, Mastercard, Visa & America Express cards, personal checks, company checks and money orders. For personal and company checks, there will be a delay in shipment until we receive bank approval. For credit cards, normally there may be a 24 hour delay in shipment pending credit card approval. In the case of credit card orders, if your order must ship the same day as ordered, please let us know at the time you place your order and we will make every effort to accommodate your request. All mailed and faxed credit card orders require the signature of the credit card holder. All orders charged to an AMSI credit account require a copy of your purchase order with job name and address. International orders must be faxed or emailed for verification and calculation of shipping charges. AMSI will not quote custom charges. All orders are to be paid in US dollars.

ORDERING

While we are happy to accept your verbal order over the phone, we recommend that you fax or email us your order in writing. This will help insure that your order is correct when shipped. If you do not use purchase orders, we have included an order form at the back of this catalog that you may copy and use. Please note that verbal orders are non-refundable in most cases.

RETURNED CHECKS/DELINQUENT ACCOUNTS

Returned checks will be assessed a \$35.00 fee. Any account over past due may be charged interest in the amount of 18% per annum, from the date of the original purchase. Any account determined to be habitually delinquent will be changed to COD terms. If referred to collections, the account holder will be held liable for any and all costs of collection including interest, collection agency fees and attorney's fees.

SAME DAY SHIPPING

Most small in-stock orders received by 2:00pm Eastern Standard time will ship same day, however larger orders may ship the next business day. If your order is time critical, please let us know at the time you place your order and ask for verification of ship date.

DELIVERY SCHEDULES

While we can provide an estimated delivery date based on our carriers published time schedules, we cannot guarantee a specific delivery date. When placing your order, please allow sufficient time for delivery.

RETURNS & EXCHANGES

We want you to be happy with your purchase, but, if for any reason you are not satisfied, we will be happy to accept returns within thirty (30) days under certain guidelines. 1) Merchandise must be in unused condition, in original packing. We will not accept your return if the materials have been used, modified or are damaged in any way. 2) Returns sent without our pre-approval will not be accepted. 3) returns sent freight COD will not be accepted. 4) Returns for any reason other than our error (for example: defective parts or materials or incorrect items) will be charged a 25% restocking, as well as shipping costs. 5) Orders placed verbally are non-returnable and non-refundable in most cases.

DAMAGED MERCHANDISE

If your shipment arrives with obvious damage, please REFUSE the package or mark as damaged on the shipping ticket. If you find the damage after you have accepted the package, please notify us immediately. We will handle it from there. Please do not return the item without notifying us first. It could jeopardize your claim. Save all paperwork and packaging materials with the damaged goods. (The carrier may wish to inspect before processing the claim)

DEFECTIVE MERCHANDISE

If you receive defective merchandise, please call us for return instructions. In most cases, we will accept returns and make adjustments in compliance with our RETURNS & EXCHANGES terms and conditions. If you received roof panel clips, please make sure your roll-forming machine is within the machine manufacturer's specified tolerances; an out of adjustment machine can cause a well manufactured clip to fit improperly.

WARRANTY SERVICE

If the product carries a warranty and requires service or replacement, we require that you notify us in writing within thirty (30) days of discovery of a problem covered under the written warranty provided at time of purchase. The end user of the product shall be responsible for determining the suitability of the product for its intended use and shall assume all risk and liability in connection therewith.

PRICING

While we make every effort to ensure that the information contained in this catalog is correct and up to date, all prices are subject to change without notice. Please verify current pricing when placing your order.

For more info or to place an order call us toll free: 800-943-9771