

# Order Terms and Conditions

1. Payment Term: Net 30 days (credit approval required). Credit cards are not accepted.
2. Freight: F.O.B. Lowen plant. Shipping not included unless specifically listed on the graphic proposal.
3. Sales Tax: Shall be added to the sale price according to applicable laws of the locale to which product is shipped or services provided. Customer shall provide a tax exemption certificate if exempt from sales tax. Form available upon request.
4. Finance Charge: If any balance is not paid in accordance with payment terms, interest shall be charged at the rate of 15% per annum from the due date. In the event collection action becomes necessary, Customer agrees to pay all collection expenses, attorney's fees, and court costs.
5. Remittances shall be made payable only to Lowen Corporation.
6. Customer certifies that this order is correctly written and that there are no conditions or agreements relating to the purchase which are not written on this order.
7. Due to the nature of custom printed signs or markings, this order is not subject to cancellation or reduction by Customer.
8. If Customer issues a purchase order covering this order, all terms and conditions of said purchase order are null and void.
9. This order is subject to the acceptance of Lowen at its home office. Upon such acceptance, without further notice to Customer, this order becomes a valid contract governed by the laws of the State of Kansas.
10. As it is not always possible to print the exact quantity ordered, it is agreed that an overrun or underrun of not more than 5% to be billed pro rata is acceptable as fulfillment of this order.
11. Delivery of this order shall be contingent upon availability of materials and labor, acts of God, riots, warfare, government laws or regulations and/or conditions beyond control of the Lowen.
12. Proofs, art work, tools, films, and dies made or altered by Lowen for this order will remain the property of Lowen and may not be used for any purpose except the completion of this order without written permission from Customer.
13. Customer agrees to reimburse Lowen for any claim or expense arising from the use of any picture or plate furnished by the Customer because of any patent, trademark, copyright or privacy infringement claim arising from the use of Customer's material.
14. Acceptance of this proposal constitutes agreement to comply with all installation and maintenance procedures required by manufacturers of substrates. Instruction bulletins are available on request. 3M instruction bulletin 6.5, specific to care and handling for vehicle graphics.

## Equal Employment Opportunity Clause

Lowen Corporation is an equal opportunity/affirmative action employer. It remains our policy to provide equal employment opportunity to all persons consistent with employment qualifications and applicable laws regarding discrimination because of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran or other protected status. We require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran or other protected status.