

January 2019

## Terms and Conditions of Sale

The purpose of this notice is to remind all authorized Bucher Municipal North American (BMNA) Dealers of the terms and conditions for all sales of BMNA goods - parts and machines. Per the dealer agreement, payment terms are 100% of invoice amount due 30 days from the date of the invoice which also includes payment on any machine sale. Dealer invoicing coincides with the shipment of each machine. Upon the arrival of each machine at the dealer's facility, it is the dealer's responsibility to inspect it completely and notify BMNA of any issues within three (3) days of its arrival. BMNA will not be responsible for any damage not reported due to a dealer's failure to inspect a machine in the defined period.

In the case of a dealer organizing the shipment of a completed machine, BMNA invoicing will commence once the dealer has been notified that a unit is complete and ready for pick up. In this circumstance, it is also the dealer's responsibility to make sure that the machine being shipped is adequately insured either under the dealer's own policy or the policy of the designated transporter. BMNA accepts no responsibility for any unit damaged during shipment while in the care of a dealer appointed transporter.

## MSO/Title Policy

Please note that BMNA's standard policy is that **MSO/Title for sold a machine will NOT be transferred to selling dealer until BMNA has received payment for said machine**. In cases where there is some sort of prerequisite prior to receiving the original MSO, BMNA will provide a *copy* of the front and back of the said MSO upon request. To acquire a front and back *copy* of the MSO simply send an email to Todd Parsons and include in the "Subject" field of your email the following – "Customer Name: Need Copy of MSO Front & Back". BMNA will comply by return email.

Without exception **All Invoices** including machines not paid within 30 days of the invoice date will be subject to a finance charge of 1.5% per month on the outstanding balance. This finance charge will be consistently and strictly administered. However, **before** submitting a machine order to BMNA you believe there are certain circumstances that would prevent your dealership from being able to honor the terms of "100% of invoice amount due 30 days from the date of the invoice", you can submit an email to petition for "special dispensation" to extend terms beyond 30 days.

To be considered for "special dispensation" of payment terms, submit an email to Todd Parsons that should include the following: End User Name, Reason for Request, Number of Days to Extend and Planned Delivery Date.

If a "special dispensation" for extending terms is granted relative to a machine invoice, the policy of **MSO/Title for sold a machine will NOT be transferred to a dealer until BMNA has received payment for said machine**, remains unchanged and adhered to.

Please remember these unique situations are rationalized on a case by case basis. Consequently, don't arbitrarily assume BMNA will customize a particular transaction.



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## **Order Processing**

BMNA will not accept any purchase order(s) encumbered with contingencies. Therefore, any submitted purchase order burdened with conditional contingencies such as not limited to, reliant upon a certain event/circumstance or any type of eventuality will not be accepted by BMNA.

In order to prevent errors in calculation, omission, interpretation and transfer of information when receiving a sweeper order, BMNA will only accept sweeper orders that are defined and configured on a BMNA Price and Build Sheet. This practice will ensure consistency, completeness and accuracy of order entry. Accordingly, BMNA's Price and Build Sheet will take precedent over any other document submitted to commence a sweeper order with BMNA

The simplest and preferred way to initiate a sweeper order with BMNA is to utilize the BMNA Price and Build Sheet as your PO – assign a PO number to the Price and Build Sheet and sign and date the last page. Should you have a formal purchase order system, please just state in the body of your issued PO, "See attached BMNA Price and Build Sheet".