

**29 June 2017**

Web site Delivery-Shipment Policy 29-06-2017

## **Delivery Policy**

### ***Prices***

All shipping and handling charges are non-negotiable.

### ***Packaging***

All purchases will be carefully packaged, wrapped, securely taped and clearly labeled.

### ***Delivery***

Unless a prior agreement has been made with and confirmed by ASI Ltd, orders will not be shipped until full payment is received.

ASI Ltd will select the method/type of delivery. Where the buyer requests a specific method of delivery (eg Saturday or Urgent delivery) and ASI Ltd agrees in writing, then the buyer shall meet the cost of delivery.

ASI Ltd reserves the right to dispatch the buyers' order in one delivery or by installments. Where the buyer requests for delivery in installments, ASI Ltd shall be entitled to payment for each installment delivered. The buyer is not entitled to cancel an installment separate from the whole once any installment has been shipped.

ASI Ltd will make every effort to ensure safe and timely delivery, but will not be liable for any loss or damage arising in any way from delay or performance of delivery by the courier company.

Delivery dates are given in good faith, but are not to be treated as a condition of sale unless time is stated to be of the essence.

In the event that the courier company returns goods to ASI Ltd as undeliverable for any reason, additional delivery charges may apply to cover the cost of redelivery. If orders are subsequently cancelled, all delivery charges will be deducted from any credit/refund. Please read our Returns Policy.

### ***Shortages, Damages or Loss in Transit***

All damages, loss and shortage must be dealt with as follows:

Prior to acknowledging delivery to the carrier, check that there is no visible damage and ensure the consignment is complete. If either damage or shortage is present the carrier's note must be endorsed accordingly.

ASI Ltd's liability for a shortage is limited to the making up the shortage. The buyer must give notification of a claim within 7 days of the delivery and provide reasonable opportunity for ASI Ltd to investigate the claim.

Buyer must ensure that all goods received are in good order and condition within 7 days of receipt of consignment.

Claims for loss or damage in transit must be made against the carrier. While ASI Ltd does not accept liability for these loss or damage in transit, any details of any claim should be advised to ASI Ltd.