

Terms and Condition Policy



Customer Agreement: Customers doing business with Municipal Depot are to conduct themselves in a professional manner. You are to practice good business ethics while working with Municipal Depot or any of its affiliates/partners. You are not to misrepresent municipal depot in anyway and doing so you are to hold harmless, Municipal Depot to any liabilities caused.

Payment Terms: Cash Terms – Cash term is considered Due upon ordering prior to shipment. Credit Terms - All Terms are set at NET 30. Terms set forth herein which not to exceed longer than 30 days from the date of invoice. Not paying within terms may result in Late fee(s)/charges or the suspension of your account which will be sent to debt collections if an outstanding balance is owed at the time of account closure.

Late Charges/No Payment: A late charge of 2.5% per month will be charged on all past due accounts and its amounts. Accounts past due 30 days or more may be subject to credit hold or initiate the process of debt collection. Municipal Depot reserves the right to close your account for no payment.

Credits: Credits that are issued to customer are valid for ninety (90) days from the date of credit issue. Credits not used within the ninety (90) day period will be forfeited. Customers who try to take discounts or deduct the credit past its valid 90-day usage will still owe the remaining balance. Credits will not be issued on items that do not meet return criteria.

Taxes: All prices and quotations are subject to local, state and federal sales tax where applicable.

Prices: Prices and discounts are subject to change without notice. Prices charged will be the prices in effect at the time of shipping. Unless otherwise specified, all final prices are to include FOB Ship point of product.

Returned Goods: Municipal Depot must be notified within 30 days of your intent to return a purchased product. Prior to the return of an item, Municipal Depot will issue an RMA after a return is approved. Returns are subject to a minimum 25% restocking fee unless otherwise agreed upon by a Municipal Depot representative. This does not apply to returns of defective goods or shipping errors. Items which are purchased with a volume discount and returned are subject to review and may generate a recalculation of pricing at the time of return if all items are not returned. Items deemed unsellable will not be return and discarded or returned at customer's expense. We reserve the right to refuse any return. Shipping charges are non-Refundable unless items is defective from workmanship or materials.

Damage Claims: You must report any damaged shipments within twenty-four (24) to forty-eight (48) hours of receipt of goods. Failure to report your claim within twenty-four (24) to forty-eight (48) hours after receipt of goods may forfeit your claim process with Municipal Depot. We reserve the right to deny or process any claims.

Special Order/Custom Items: A deposit of 50% down will be required on Special Items or Custom ordered items. All special/Custom-order items are due for payment prior to shipment once sample has approved. Items produced to special specifications may not be cancelled after order has been accepted and manufacturing has been initiated. *Special Order or Custom items will not be available for return unless item is defective from manufacturing. Items will still be owed in full amount once order has been place.

Warranty: All warranties are through the manufacturer's we represent each warranty is different between brands and manufacturers please see the manufacturer's warranty policy on their website or contact us for more information.

Please Sign that you acknowledge and agree to our terms set forth above.

Print Name: _____ **Signature:** _____

Mailing Address:
P.O. Box 337
Venus, Texas 76084

Phone: 469-563-2660
Email: sales@municipaldepot.com
Website: www.municipaldepot.com