

MK Marketing and Wood Flooring Sales

324 S. Diamond Bar Blvd. #431, Diamond Bar, CA 91765 • Tel: (626) 731.8191 Fax (888) 273.8783

PAYMENT AND SHIPPING AUTHORIZATION FORM

I, _____, authorize the shipment by COD or the use of my Credit Card by MK Marketing and or the payment processing company for the purpose of purchasing Wood Flooring, Bamboo Flooring, Installation Supplies, and or Shipping costs described on my invoice. I authorize the debit from my account in the amount of

\$ _____ in US Dollars.

Enter your credit card details below exactly as shown on your credit card and billing statement.

Payment Choice (check one): COD Visa MasterCard

Credit Card #: _____

Name on Card #: _____

Expiration Date: ____/____ Security #: _____ State DL # _____

Billing address _____

City _____ State _____ Zip _____

Shipping Address if Different _____

Phone number with area code for trucking co. to call _____

NOTE: The above information is to be used only one time and only for the above described purchase. By printing and signing below, I confirm that I am the authorized user and or owner of the credit card and the information contained herein is accurate and complete. I also understand that wood and or bamboo flooring has natural shade variations and may vary slightly from the samples I have received. I have also received the sales and shipping agreement and agree to the terms.

If this shipment is by COD I confirm the authorization of the shipment and I will have a valid certified bank check payable to "MK Marketing" upon delivery to give to the trucking company. I will also fax a copy of the check with bank phone number prior to shipping.

Signature: _____ Date: _____

Print Name: _____ Tel: _____ - _____ - _____

NOTE: Please complete form and fax to **888-273-8783** and your order will be prepared and shipped.

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Sales, Delivery, and Return Policy Agreement

Payment Terms: Cash, Check, Credit Card, or COD.

Holds: We will hold your order up to 5 days with a 20% deposit or we will hold our order for 2 weeks with 50% deposit. Prepaid orders will have no time limit.

Returns: Returns and exchanges are allowed within 14 days of purchase, buyer is responsible for all return shipping charges (if any). There will also be a 20% restocking fee on straight returns. We will only accept unopened factory sealed boxes.

Damaged products: Please properly examine all the boxes and trim moldings upon delivery from the trucking company. Make sure there are no damages and the product is correct. You MUST make note of any damage or missing boxes, trim moldings, or padding to the driver and on the paper work at time of delivery. Have the driver give you a copy of the paper work and make sure he signs it. We can not responsible for the damages or missing items if notice was not given to the driver and documented. Please check all items against the enclosed packing list. If there is damage please also take digital photos if possible and email to us.

Defective products: Please examine all flooring properly before and while installing. If defective flooring is installed there will be no credit issued. Please refer to our warranty policy to see what is considered a defect. If there is a problem please do not discard the boxes until all the materials are examined. Box up all defective pieces and notify us, we will issue a call tag to pickup the merchandise. Replacement will be sent promptly.

Cancelled order: If you cancel your order the day after it is placed, and we processed your credit card, there will be a 6% charge back fee for all credit card processes if applicable.

Warranty Statements: Please read our manufacturer warranty statements included in each box, also available on our website www.BestBuyFlooring.com

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Shipping: Trucking companies are third party and give an estimated time of arrival such as 3 – 5 or 7 – 10 business days from the time they pick up your order from our warehouse. Orders always arrive to the final destination but there are no time guarantees so please order well in advance. Tracking and trucking info is available upon request after order is processed. There are no order cancellations or credits issued due to delivery delays under any circumstances.

I HAVE READ AND AGREE TO THE ABOVE SALES, SHIPPING, AND RETURN POLICY

X _____ Date _____

X _____ Print Name

NOTE: Please fax this form back to 888-273-8783 and your order will be prepared for shipping.