**Sarah Perry Fine Art**

Initial Order Form

**Sale or return: Y/N Proforma order Y/N**

**Order Number: ……………………………. Date: ……………………….**

**Customer Name: ………………………………………………………………………...**

**Address: ……………………………………………………………………………………...**

 **………………………………………………………….. Post code: ………………………**

**Invoice Address: ………………………………………………………………………….**

**………………………………………………………….. Post code: ………………………**

**Tel: …………………………………….**

**Email: ………………………………………….**

| **Name** | **Code** | **QTY** | **Price** | **Total** |
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**Terms and Conditions**

**Sale or Return**

**Terms and Conditions**

1. The business should notify Sarah Perry Fine Art of any problems such as goods arriving broken or damaged, within 14 days of receipt.
2. Products sent to the business by Sarah Perry Fine Art should be insured by the business when at the retail outlet.
3. Sarah Perry Fine Art will pay for the initial delivery cost, the retailers will pay the delivery cost for any of the unsold items they may return. Returned items should be insured for the transit and paid for by the retailer.
4. Sarah Perry Fine Art will insure goods in transit to the retailer.
5. If products belonging to Sarah Perry Fine Art are returned by the retailer and are damaged or broken and have been insured for the transit, then the trade price should be paid to Sarah Perry Fine Art by the retailer.
6. If products are damaged whilst at the retail outlet, the trade price should be paid to Sarah Perry Fine Art by the retailer.
7. The retailer can have products from Sarah Perry Fine Art for 6 months and they should be on display for the whole duration. After this time, the timescale can be revised and increased for a further 6 months if agreeable by both Sarah Perry Fine Art and the retailer.
8. The retailer should pay any monies from the sale of goods to Sarah Perry Fine Art within 14 days of the sale.
9. **The …………………………………………………………………………. Gallery shall reimburse the maker for any loss or damage to the goods whatever the cause whilst in their possession. The retail price includes your gallery commission (e.g. of 40%)**

 **Pro Forma Orders**

**Terms and Conditions**

* 1. Products will not be dispatched until payment is received in full.
	2. All orders taken on a pro-forma basis.
	3. The buyer must notify Sarah Perry Fine Art within 2 days of receipt if there are any issues with the order.
	4. Delivery will be 2-4 weeks from the date of order

**Orders**

**Terms and Conditions**

1. Payment in full on delivery of products.
2. The buyer must notify Sarah Perry Fine Art within 2 days of receipt if there are any issues with the order.
3. Delivery will be 2-4 weeks from the date of order