

THE PRINTING PRESS TERMS & CONDITIONS OF BUSINESS

COST VARIATION - Quotations are valid for thirty days. Thereafter they will be subject to revision and confirmation. ONLY, written quotations will be excepted and are still subject to sight of original material supplied. Verbal quotations are a mere guide and may not be accurate.

VALUE ADDED TAX - The Printing Press shall be entitled to charge the amount of any V.A.T. payable whether or not included in the quotation or invoice.

PRELIMINARY WORK - Work carried out, whether experimentally or otherwise, at customer's request will be charged for.

PROOFS - Author's corrections, including alterations in style, and the cost of additional proofs necessitated by such corrections will be charged extra. Proofs may be submitted for customer's approval, and in that event no responsibility will be accepted for any errors in them not corrected by him on a signed proof.

DELIVERY AND PAYMENT -

(a) The Printing Press operates on a Cash, Cheque or proof of transfer on collection policy.

(b) Should work be suspended at the request of or delayed through any default of the customer for a period of 28 days The Printing Press shall then be entitled to payment for work already carried out and material specifically ordered.

(c) Disputes arising from any invoice must be made within ten days of receipt of that invoice.

OWNERSHIP - Until payment in full to The Printing Press, the goods shall remain the property of The Printing Press but the risk therein and all liability to third parties in respect thereof shall pass to the buyer on delivery.

RETURNED GOODS -

(a) The Printing Press shall not accept returned goods for Credit unless such return has been authorised and the goods are received within ten days by The Printing Press in good condition and The Printing Press reserves the right whether to accept the return of the goods or whether to rectify the goods.

(b) The Printing Press shall not carry out any corrections other than those stated on the signed proof, if other alterations are necessary a surcharge will be enforced.

LIABILITY -

(a) The Printing Press shall not be liable for indirect loss or third party claims occasioned by delay in completing the work or for any loss to the customer arising from delay in transit.

(b) Where work is defective for any reason, including negligence The Printing Press's liability (if any) shall be limited to rectifying such a defect.

STANDING MATTER -

(a) Metal, computer files, film and other materials prepared and used by The Printing Press in the production of print, plates, positives, artwork and the like shall remain The Printing Press's exclusive property.

(b) Copies of artwork, logo, or files may be supplied at customers request, electronically or in hard copy. In all cases a charge will be levied for this service.

CUSTOMER'S PROPERTY - Customer's property and all property supplied to The Printing Press by or on behalf of the customer will be held, worked on, and carried at customer's risk.

MATERIAL SUPPLIED BY CUSTOMER -

(a) The Printing Press may reject any paper or other materials supplied or specified by the customer which appear to be unsuitable. Additional costs incurred if materials are found to be unsuitable during production may be charged.

(b) Where materials are so supplied or specified, responsibility for defective work will not be accepted by The Printing Press unless this is due to failure to use reasonable skill and care.

(c) Quantities of materials supplied shall be adequate to cover normal wastage in printing and processing.

ILLEGAL MATTER -

(a) The Printing Press shall not print any matter which in their opinion is or may be of an illegal nature.

(b) The Printing Press shall be indemnified by the customer in respect of any claims, costs and expenses arising out of any libelous matter printed for the customer or an infringement of copyright, patent or design.

AVAILABILITY OF GOODS - The Printing Press will use their best endeavours to comply with the date named for despatch or delivery which date is given and intended as an estimate only and is not to be of the essence of the Contract.

OUTSTANDING ACCOUNTS - An account will be defined as outstanding after a lapsed time of 28 days from date of invoice.

LEGAL COSTS - The Printing Press reserves the right to charge any legal and other costs incurred in placing any outstanding accounts into the hands of our Attorney's or Debt Collection Agencies.

DISHONoured CHEQUES - Bank charges incurred by The Printing Press when cheques issued in payment are dishonoured due to lack of funds will be charged on to the issuer with an administration charge of R50.00.

PLACEMENT OF AN ORDER is taken as implicit acceptance of these terms and conditions, no other terms and conditions may be taken to apply to transactions with The Printing Press unless explicitly agreed to in writing.