



PURCHASE ORDER & INVOICE PROCEDURE

- An authorized company purchase order must be received.
- If we cannot fill the order an amendment must be made and new purchase order authorized.
- When the order is ready for dispatch a copy of the invoice will be sent via fax/email.
- When delivery is received at your premises, please check that all products have been received and return by fax/email a signed copy of the invoice/delivery docket.
- Nominate a freight company otherwise we will use HPS and bill accordingly.

This procedure is designed to protect both parties interest and alleviate any miscommunication or missing products.

PAYMENT TERMS & CONDITIONS

- Credit terms are strictly **14 days from date of invoice**, not from end of month and we do not issue statements
- Preferred method of payment is via direct debit, please find below banking details
- These terms are due to the nature of our business where we pay COD (cash at door), 7 days to contracted skippers and 14 days to other resources for our raw product.

DIRECT DEBIT:

Account Name: Fremantle Octopus Pty Ltd
Bank: Westpac
BSB: 036 048
Account No: 187518

The customer acknowledges that he/she has read and understood the Terms and Conditions prior to signing this application.

Signature.....

Name and Title.....

Date.....



Fremantle Octopus Pty Ltd

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