

Smitherman & Barnwell

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Agreement

Smitherman & Barnwell ask that you please review and return this agreement. When we receive your Agreement and Purchase Order Form, this will confirm your order.

CANCELLATION POLICY

We understand that sometimes there are circumstances where customers need to cancel their orders. Generally we do not accept cancellations, however if we are notified before the order has been cut we may be able to issue a refund excluding a \$75 per ensemble processing fee.

DELIVERY

All garments are shipped either UPS or Federal Express 3-day service. Shipping is \$18 per ensemble

A \$15 forwarding fee will be charged for all returned or rerouted packages due to an incorrect shipping address. For international shipping and shipping to Alaska or Hawaii, please call for rates.

MATERIAL

Smitherman & Barnwell garments are made from imported silk fabrics. Please note that the fabric we use is imported and it may contain variations and irregularities, which are the true characteristics of fine silk. Such variations enhance the natural beauty of the fabrics and in no way should be viewed as defective.

PAYMENT

Smitherman & Barnwell accepts American Express, Visa and Mastercard for payment. Please note that **FULL PAYMENT** is required when the order is placed.

RETURNS

Due to our large selection of styles and colors of our collection. All garments are made to order, there are no returns or exchanges. **ALL SALES ARE FINAL.**

RUSH ORDERS

We accept rush orders. For orders needed in **6 weeks** there is a \$125. rush charge fee.

SWATCHES

We do not send out swatches to your clients.

TIMEFRAME

Once fully completed orders have been received, we ask that you allow for **10-14 weeks for delivery**. We recommend orders be placed at minimum **2-3 months before the event** to ensure fabric availability and time for shipping.

CLIENT SERVICES

If you have any questions regarding the ordering process, our policies, or sizing we encourage you to contact us at 212.201.1309 or clientservices@smithermanandbarnwell.com. Smitherman & Barnwell will be more than happy cater to your questions or concerns.

I am in agreed with the terms and standards noted by Smitherman & Barnwell.

Signature

Date