



**Prices:**

Prices are shown at unit cost (i.e.; per lb., per piece, etc.) and by the carton or case. While the unit cost has been rounded, the extended price is the true price. Prices are subject to change without notice. We do not split cases.

**Credit Terms:**

Terms are cash in advance payable by money order, certified check, cashiers check or credit card. Accepted credit cards include Master Card, Visa and Discover only. Customers using debit cards assume responsibility for overdraft charges that may occur on their account. You may request terms of Net 15 by submitting a credit application. Please allow a minimum of two weeks for processing. Failure to provide complete information and /or delay in reference responses may extend this process.

A service charge of 1.5% monthly is added to invoices over 15 days past terms. A \$25.00 charge will be applied for all returned checks. First Source reserves the right to hold an order if there is a past due balance. Delinquent accounts will be subject to further evaluation and may lose their terms and revert to a cash in advance account.

All customers must provide a signed customer application, their Federal Tax ID number and a copy of their State Resale Tax Certificate (with the exception of AK, DE, MT, NH, & OR) before an order will ship.

**Minimum Orders:**

The minimum order for new accounts is \$200.00. Reorders of less than \$150.00 will be subject to a \$10.00 processing fee. A minimum order does not assure pre-paid freight. Please refer to the Freight Schedule provided.

**Out of Stock Items:**

Occasionally, we are out of stock on items offered. Everyday items not received that are out of stock should be reordered. Seasonal merchandise only, not currently in stock, is automatically reordered for you and will be shipped once we receive the product. Advise Customer Service if you do not accept backorders.

**Credits and Return Authorizations:**

All returns or credit requests must be made to the Customer Service Department within 7 days of the receipt of goods. Further instructions and prior approval must be assigned before the product may be returned. Approved credits for returns will not be applied until we receive the product back in sellable condition. Credits for damaged or shorted product will be issued and applied to your account right away. A ten percent 10% restocking fee will be applied to all goods returned due to an ordering error or if you change your mind. The minimum restocking fee is \$10.00 and the customer is responsible for the cost of returning the product. Please do not take deductions from invoice payment prior to receiving your credit memo. Deductions may be taken on your next payment with reference to the credit memo number issued.

**UPC/EAN Codes:**

UPC or EAN Codes are provided for reference in this publication. Please note, manufacturers often change these codes without advance notification. Verification of UPC or EAN codes is best secured from the package itself. Code changes may take place after the printing of this publication; as such, we are not responsible for the accuracy of UPC or EAN codes printed.

**Receiving Shipments:**

When receiving an order YOU MUST COUNT THE BOXES AND NOTE ANY SHORTAGES OR OUTER CARTON DAMAGES BEFORE SIGNING. Any discrepancies in the case count or visible shipment damage not marked on the Bill of Lading for common carrier orders or the UPS electronic log BEFORE the driver leaves will not be credited.

**Warm Weather Services:**

First Source uses protected services to ship heat sensitive products based on the temperatures from the shipping point to the destination point. These charges are outlined in our Additional freight terms section. If you do not wish to pay for protective services you will be required to sign a form releasing First Source from any liability for the condition of the product for each order.

**MINIMUM PREPAID FREIGHT ORDER**  
Effective on All Orders Received on or after March 3, 2014

State	Minimum For Delivered Freight	State	Minimum For Delivered Freight
AL	\$1,200.00	NC	\$800.00
AR	\$1,400.00	ND	\$2,000.00
AZ	\$1,800.00	NE	\$1,600.00
CA	\$2,500.00	NH	\$1,600.00
CO	\$2,200.00	NJ	\$900.00
CT	\$900.00	NM	\$2,000.00
DC	\$800.00	NV	\$2,000.00
DE	\$800.00	NY New York City, Metro	\$1,600.00
FL	\$1,200.00	NY State	\$1,200.00
GA	\$1,200.00	OH	\$900.00
IA	\$1,400.00	OK	\$1,800.00
ID	\$2,000.00	OR	\$2,500.00
IL	\$1,000.00	PA	\$900.00
IN	\$900.00	RI	\$1,000.00
KS	\$1,600.00	SC	\$900.00
KY	\$900.00	SD	\$2,000.00
LA	\$1,400.00	TN	\$900.00
MA	\$900.00	TX	\$1,600.00
MD	\$800.00	UT	\$2,500.00
ME	\$1,600.00	VA	\$750.00
MI	\$900.00	VT	\$1,600.00
MN	\$1,200.00	WA	\$2,500.00
MO	\$1,200.00	WI	\$1,000.00
MS	\$1,400.00	WV	\$900.00
MT	\$2,500.00	WY	\$2,500.00

**\*Additional Freight Terms:**

Additional charges when incurred will be added to invoice for:

- Common carrier residential delivery fees
- Inside delivery; redelivery and delivery appointment fees
- Lift gate or limited access restricted trailer fees
- Protected service ice packs; insulated cartons and warm weather pallet wrap protection fees:
  - ◆ \$7.50 per ice pack used
  - ◆ \$27.00 per pallet for warm weather wrap
  - ◆ There is an additional charge for shipping by a Refrigerated Truck as opposed to a LTL dry carrier.