

# CATALOG ORDER FORM

Customer Name: \_\_\_\_\_ Order Number: \_\_\_\_\_

**Billing Information:**

Full Name / Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Shipping Information:**

Recipient Name: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Order Details:**

Item Code	Description	Quantity	Unit Price (USD)	Total Price (USD)

**Payment Terms:**

Payment shall be made in full prior to shipment of ordered goods unless otherwise agreed in writing. Accepted payment methods include credit card, wire transfer, or check. Buyer agrees to pay any applicable taxes, shipping, and handling fees as outlined in the invoice.

**Shipping and Delivery:**

Goods will be shipped to the address specified above. Delivery dates are estimates only and are not guaranteed. Seller shall not be liable for any delays in delivery. Risk of loss passes to Buyer upon shipment. Buyer is responsible for inspecting goods upon receipt and reporting any damage or discrepancies within 5 business days.

**Returns and Refunds:**

Returns are accepted only for defective or incorrect items and must be authorized by Seller within 10 business days of delivery. Buyer must provide proof of purchase and photographs of the item condition. Refunds or replacements will be issued at Seller's discretion. Custom or special order items are non-returnable.

**Limitation of Liability:**

Seller's liability arising out of or related to this order shall be limited to the purchase price paid by Buyer. In no event shall Seller be liable for any incidental, consequential, special, or punitive damages, even if advised of the possibility thereof.

**Governing Law and Jurisdiction:**

This order form and any transaction arising from it shall be governed by and construed in accordance with the laws of the State of \_\_\_\_\_, without regard to its conflict of law principles. Any disputes shall be subject to the exclusive jurisdiction and venue of the state and federal courts located in \_\_\_\_\_ County, \_\_\_\_\_.

**Entire Agreement:**

This order form constitutes the entire agreement between Buyer and Seller regarding the purchase and supersedes all prior understandings, agreements, or communications, whether oral or written. Any modifications must be in writing and signed by both parties to be effective.

**Signatures:**

**BUYER SIGNATURE**

**SELLER SIGNATURE**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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