

# ORDERING INFO

## **CUSTOMER SERVICE**

For help with new or existing orders, please call us at 979-690-1368, Monday-Friday, 8:30am-5:00pm Central Daylight Time.

## **TEXAS STATE SALES TAX ON RETAIL ORDERS**

Texas residents will be charged 8.25% sales tax on all items purchased, including shipping fees, as required by the State of Texas. Wholesale non taxable entities must supply Sales Tax Exemption Form.

## **PRODUCTION TIME**

Due to the hand crafted nature of our products, some deliveries may take up to eight weeks from art approval date. Most items will be shipped with in 14 days. Rush production may be available at extra charge.

## **SHIPPING**

FOB College Station, TX, we ship UPS whenever possible. UPS does not deliver to P. O. Boxes. Please be sure a physical address is provided with your order. Some shipments may go via motor freight due to weight and size limitations. Charges will be added to Invoice.

## **CRATING CHARGE**

May apply for plaques 300 sq/in. or more \$44.00 retail. All other plaques subject to small handling fee.

## **PAYMENT TERMS**

Prepaid or COD unless credit has been established. Net 30 days on established accounts. All past due accounts will be charged the legal maximum on overdue payments.

TIME WORKS UNLIMITED, INC.  
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