



Address: 55 Seaford Road, Seaford, SA 5169

Phone: (08) 8327 5959 **Fax:** (08) 8327 3820

Email: safety@adelaidefuel.net.au

Dear Valued Customer

SAMPLE POLICY AND ORDER PROCEDURE

We do our utmost to be able to supply requested samples in the colours, styles and sizes requested. If you select garments that we are unable to provide you a sample for, we will explore all similar options and let you know what we have available to us.

Should we still be unable to supply a similar garment, we can order items in for you as a special order, only with your consent. As you will appreciate, if a special order is required—you will not be able to return those garments and will be required to pay for them.

All samples are required to be returned to the office within **one week** of being issued, unless prior arrangements have been made with our on road representative.

Garments must be returned (excluding special orders) in the same condition as when you received them, this includes any original packaging and tags. Damaged or soiled garments will not be accepted back and you will be charged for these garments at the quoted price. This includes (but not limited to) being covered in animal hair; smoke or odour affected or if garments have been altered in any way.

Should you wish to place an order, please provide us with the style code; colour; size and quantity of each garment that you require. Please place your written order via fax, email or hand to one of our friendly staff.

If you have any queries regarding garments or to place an order please contact the office on (08) 8327 5959; Heather our on road representative 0404 282 806 or email us on safety@adelaidefuel.net.au

We look forward to hearing from you soon.

Kind Regards

Adelaide Fuel & Safety

1st June 2014