

GENERAL TERMS OF PAYMENT

By placing an order or engaging our services, you agree to these Terms of Payment in addition to any other applicable terms and conditions.

Pricing:

The prices for the Products/Services are as displayed on our website, quotation, invoice, or other agreed upon communication. All prices are listed in US dollar unless otherwise stated. Unless explicitly stated, prices do not include applicable taxes (such as sales tax, VAT, etc.), shipping fees, duties, or other charges, which will be added to the total amount due. We reserve the right to change our prices at any time without prior notice. However, such changes will not affect orders that have already been confirmed.

Payment Methods:

We accept the following methods of payment: Credit Cards (Visa, Mastercard, American Express), Bank or Wire Transfers, ACH and/or Checks. Payment using credit cards will incur a 3.5% surcharge on orders with special discount or negotiated pricing. We reserve the right to modify our accepted payment methods at any time without prior notice.

Payment Terms:

For one-time purchases/services: Full payment is required before the order is processed. In general, the payment terms are Prepaid. For project-based orders: Payment terms may be structured based on project milestones, as outlined in a separate agreement or proposal.

Payment Authorization:

For credit card payments, a Credit Card Authorization form must be completed. By providing your payment information, you authorize us (or our third-party payment processor) to charge the applicable amount for your order. You also authorize us to automatically charge your chosen payment method once your order is invoiced without further action from you, unless and until you cancel or change the credit card on file.

Late Payments:

If payment is not received by the due date, we reserve the right to charge a late payment fee of 1.5% per month or the maximum amount permitted by law, whichever is lower. In the event of late payment, we may also suspend or terminate the provision of Products/Services until all outstanding balances, including any late payment fees, are paid in full. You are responsible for all costs incurred by us in collecting overdue payments, including but not limited to legal fees and collection agency charges.

Taxes:

You are responsible for paying all applicable federal, state, and local taxes associated with your purchase of Products/Services. If you are exempt from sales tax, you must provide us with a valid tax exemption certificate at the time of purchase.

O. (800) 493 2040 | F. (800) 414 1042 | info@shadesbymatiss.com | www.shadesbymatiss.com



Security:

We take reasonable measures to ensure the security of your payment information. We utilize secure third-party payment processors to safeguard your payment information. However, we are not liable for any unauthorized access to or use of your payment details by third parties.

Disputes:

If you have any questions or concerns regarding your payment, please contact us immediately. We will make reasonable efforts to resolve any payment disputes in a timely and fair manner.

Changes to These Terms of Payment:

We reserve the right to modify these Terms of Payment at any time. Any changes will be effective immediately upon posting on our website or notification to you. Your continued use of our Products/Services after the posting of revised Terms of Payment constitutes your acceptance of the changes. By proceeding with a purchase or engaging in our services, you acknowledge that you have read, understood, and agreed to be bound by these Terms of Payment.

O. (800) 493 2040 | F. (800) 414 1042 | info@shadesbymatiss.com | www.shadesbymatiss.com