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SALES DOC CREDIT POLICY

Because all products manufactured by Plastronic Enclosures, Inc., are custom designed and *made to order*, we find it necessary to establish credit and payment policies that ensure we do not have to pass on higher prices caused by producing enclosures for which we are unable to sell or receive payment. In our attempt to control these types of costs, we have established credit policies that we believe are disciplined yet flexible enough that any size company can do business with us.

1. All new accounts are placed on a Prepaid status until credit is established with our Credit Department.
 - a. In order to establish credit, an authorized representative from the company must complete our standard credit application and submit it to our credit manager prior to an order being accepted and/or initiated by our engineering or manufacturing group.
2. If no credit has been established or if a company does not wish to submit a credit application, then we will present an invoice for the goods and/or services prior to beginning any work. Under these conditions, work can not begin until payment has been received..
3. For those customers who have established credit with our company, all Design & Engineering charges will be invoiced at the time of receipt of a purchase order. Set up charges, prototype parts, and production quantities will be invoiced upon shipment of those items.

Lastly, please note that our standard payment policy for credit accounts is F.O.B. Piscataway, NJ and net 30 days. Any account that becomes delinquent is subject to being placed on credit hold and all future orders may be subject to Prepaid status until credit can be re-established.

We trust this subject will not be a concern for your company and that our business relationship will be mutually satisfying and financially rewarding for both of our organizations.

If you have any questions regarding this subject or if you need to speak with someone about establishing credit with Plastronic Enclosure's Inc., please do not hesitate to call our Customer Service Department and one of our representatives will be glad to direct your inquiries to the proper individual here.