



**WheelTime Exchange  
Standard Terms and Conditions**



Vendor Name: MEI Corporation

**Initial Order Set-up**

**Remit To:**  
MEI Corporation  
1132 Dividend Court  
Peachtree City, GA 30269

- Opening Order Promo:**
- \$25,000 or higher order receives 2% off entire order.
  - Terms 60-90-120 Days.
  - Promo good through April 29<sup>th</sup>, 2011.

Customer Service/Support: 1-800-525-2370

**Placing Orders**

Name:	WheelTime Exchange				
Address:	8015 Piedmont Triad Parkway				
City:	Greensboro	State:	NC	Zip:	27409
Fax:	888-559-4772	Email:	<a href="mailto:orders@wheeltime.com">orders@wheeltime.com</a>		
Minimum Billing:	No Minimum				

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**Placing Orders (con't)**

Emergency Orders:	All emergency orders will be shipped as requested. The cut off time for a Guarantee US AIR Shipment is 4:30 EST. All emergency orders placed for UPS Ground Shipments have a cut off time of 3:00pm EST.
Drop shipments:	All drop shipped orders will be shipped as requested. The cut off time for a Guarantee UPS AIR Shipment is 4:30pm EST. All emergency orders places for UPS Ground Shipments have a cut off time of 3:00pm EST.  No Pricing on the packing list and shipper's name is removed
Pricing:	All WheelTime members will receive quoted pricing on the entire product line.
Terms of Payment:	Net 30 days

**Freight (US & Canada)**

Prepaid Freight:	<p>Every WheelTime branch will receive a weekly prepaid shipment with a minimum of \$500.00. The weekly prepaid order is provided for the replacement of your current stocking inventory. (does not include Canada) All other purchase orders exceeding \$2,500.00 will be shipped prepaid, excluding direct/drop shipments.</p> <p><b>Canadian Shipping Procedures:</b></p> <ul style="list-style-type: none"> <li>-Any purchase orders exceeding \$2,500 will be shipped prepaid, excluding direct/drop shipments.</li> <li>- All back-orders from a prepaid shipment will ship prepaid via MEI preferred method.</li> <li>- Direct and drop shipments from our manufacturers are not included in the prepaid freight program.</li> <li>- All emergency orders will be shipped as requested. The cutoff time for a Guarantee UPS AIR Shipment is 4:30 pm EST. All emergency orders placed for UPS ground shipments have a cutoff time of 3:00 pm EST.</li> <li>- MEI Corporation utilizes UPS as its standard carrier for all ground and air shipments. Special shipping requests will be taken but will not be guaranteed due to the logistics and carrier's schedule.</li> <li>- MEI Corporation utilizes FedEx Freight and FedEx National as its standard carrier for all LTL shipments. Special routing requests for other carriers on collect shipments only will be taken but will not be guaranteed to arrive on time due to the carrier's schedule.</li> <li>- All Stocking Orders will be shipped within two working days from the time of the order.</li> </ul>
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**Freight (con't) (US & Canada)**

Orders with specific Freight Instructions:	Orders with specific Freight instructions can be handled given the proper time to process.  MEI Corporation utilizes UPS as its standard carrier for all ground and air shipments. Special shipping requests will be taken but will not be guaranteed due to logistics and carrier's schedule.  MEI Corporation utilizes FedEx Freight and FedEx National as its standard carrier for all LTL shipments. Special routing requests for other carriers on collect shipments only will be taken but not guaranteed to arrive on time due to the carrier's schedule.
Freight Claims Procedure:	Each claim will be handled by customer service  Contact MEI Customer Service: 1-800-525-2370
Replacement Orders:	See Freight Terms and Conditions
Refused Shipments:	The outgoing and return freight will be the responsibility of the customer.

**Cancellations**

Cancellation will be handled on a case by case basis  
Customer Service will issue a RGA for the cancelled part.  
Contact MEI Customer Service 1-800-525-2370  
Full credit will be issued upon return in resalable condition.

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**Customer Pick-up**

Arrange pick up:  
1132 Dividend Court  
Peachtree City, GA 30269

**Warranty**

MEI Corporation warrants to its customer each replacement part to be free from defects in materials and workmanship for a warranty period of one year. MEI's liability is limited to the replacement of any part found defective according to the "Manufacturers Standard" No labor, freight or refrigerant allowance.

**Annual Stock adjustment**

Standard Return Policies states that WheelTime members can return up to 5% of annual purchases with an offsetting order of equal value. This request is processed during the months of September thru November.

**Ordering and Shipping Errors**

Standard Return – MEI Corporation will require a RGA (Return Good Authorization) number for all returns. Customer representatives can issue RGA numbers for products ordered in error or shipped incorrectly. The RGA Number is assigned, customer service will fax or email a copy for your records and this document must also be used as your packing list. The customer will be required to write the RGA number on the outside on all shipping packages.

**Product Recall**

Products are handled on a case by case basis.