



Lighting the Future Since 1895

3401 E. Jefferson Ave. | Detroit, MI 48207-4232
313.259.6400 | www.kirlinlighting.com

COMPANY POLICIES

Terms and Conditions of Sale - Architectural and Healthcare*

PAYMENT & FREIGHT INFORMATION

November 1, 2023

**PAYMENT
and CREDIT:**

All invoices are billed and payable in U.S. currency only. Standard payment terms are net 30 days receipt from the invoice date. Kirlin may offer discounted payment terms of 1% 10 days receipt, net 30 days receipt. No discount is allowed unless specified on the invoice. If offered, the cash discount is allowed on payments received on/before 10 days from invoice date. Credit card payments accepted (additional charges may apply). To arrange, contact 313-259-6400 x319.

Delinquent accounts are subject to a finance charge of 1.5% per month. Advance cash payments for new/delinquent customers may be required.

MINIMUM BILLING:

Incoming luminaire orders: \$500.00. Replacement parts: \$100.00.

**FREIGHT
and HANDLING:**

All shipments are F.O.B. our dock. Freight and handling are paid by Kirlin on qualifying shipments, single release, to point nearest destination served on through rates from Detroit, in contiguous continental USA, our routing, as follows: **Architectural and Healthcare (non Motorized Series*): \$8000.00 or more.** Freight and handling on shipments less than the above and/or excess freight resulting from combination rates, beyond charges, special routing, or expedited means specified by the customer will be prepaid and billed to the customer by Kirlin. Any applicable taxes or brokerage fees are paid by the customer.

All merchandise is shipped at buyer's risk. All claims for damage/shortage arising in transit must be filed with the carrier upon receipt of material. Title on all shipments passes to the consignee upon delivery to the carrier.

*Also See Motorized Medical Terms & Conditions of Sale.



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COMPANY POLICIES

Terms and Conditions of Sale Motorized Medical Lighting

PAYMENT & FREIGHT INFORMATION

November 1, 2023

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and CREDIT:**

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Delinquent accounts are subject to a finance charge of 1.5% per month. Advance cash payments for new/delinquent customers may be required.

MINIMUM BILLING:

Incoming luminaire orders: \$500.00. Replacement parts: \$100.00.

**FREIGHT, HANDLING
and INSURANCE:**

All shipments are F.O.B. our dock.

Freight, handling, and insurance are prepaid and billed to the customer by Kirlin.

All merchandise is shipped at buyer's risk. All claims for damage/shortage arising in transit must be filed with the carrier upon receipt of material. Title on all shipments passes to the consignee upon delivery to the carrier.

Returns and Cancellations

Our sales order acknowledgement is final and binding and any change is subject to ability to conform.

NON-WARRANTY RETURNS

Only current standard fixtures with an approved RMA, returned and received by Kirlin within two months of the original ship date, freight prepaid, in their original factory sealed cartons in new condition, are eligible for return. Custom, modified, special, motorized examination lights, discounted or discontinued fixtures or components and all lamps are not returnable for credit. Request for an RMA must be made within 30 days of the invoice date. All returned material must be received by Kirlin within 30 days of the issuance of the RMA. The maximum value of an invoiced order that may be authorized for return is 10%, unless for exchange. The return is subject to reconditioning charges, testing fees and restocking fee (minimum 50%). All returned material must be received by Kirlin within 90 days of original ship date.

WARRANTY-RELATED RETURNS

(See Warranty on "Warranty Information")

If a product is potentially subject to a warranty-related return and/or replacement, an RMA (Return Material Authorization) must be requested and received from Kirlin prior to the return of material.

1. Return material in original cartons; mark each carton with RMA#; **use RMA as your packing slip (required).**
2. Material must be received within 30 days of RMA issue date or credit will NOT be issued.
3. Returned material is potentially subject to a restocking fee (minimum 50%) depending on results of inspection/testing and also on the condition of returned materials.
4. Drivers and lighthouse assemblies must include minimum 5" lead wires, for testing.
5. Lamps may not be returned to Kirlin. Please contact lamp manufacturer.

CANCELLATIONS: PRIOR TO SHIPMENT

Open Orders for standard fixtures: Subject to 50-100% of order's value for costs incurred prior to cancellation (including material, labor, processing costs).

Customized Open Orders:* May not be cancelled and will be invoiced in full.

Hold Orders for Standard Fixtures: No cancellation fee.

Customized Hold Orders:* Any engineering, material, labor, and processing costs incurred prior to cancellation, up to 90% of order's value.

* *Customized Orders* are defined as any luminaire with 3 or more standard options; any luminaire with one of the following options: -33, -55, -87, -94, -97, -98, -99, -AT, -CF, -CI, CUF, -DF, -D6, -DAL, -QM, -TA, -WB; or custom luminaire (designated 990 ____).

Luminaire Catalog Number Logic

All our LED luminaire collections (Choice, Latitudes, Symphony, Healthcare, INFRALED PRO, Gazelle, Select, Upgrade/Retrofits, and Shoreview Turtle-Safe) utilize a 3 alpha prefix plus a 5 digit suffix scheme. Each position has specific meaning:

SERIES*	MOUNT	SHAPE / STYLE	-	APERTURE / HOUSING WIDTH		SEQUENCE IN CATALOG/ FIXTURE DESIGN		
<u>L</u>	<u>R</u>	<u>C</u>	-	<u>0</u>	<u>4</u>	<u>C</u>	<u>D</u>	<u>N</u>
<u>M</u>	<u>R</u>	<u>S</u>	-	<u>1</u>	<u>7</u>	<u>6</u>	<u>0</u>	<u>0</u>
<u>S</u>	<u>W</u>	<u>R</u>	-	<u>0</u>	<u>9</u>	<u>6</u>	<u>3</u>	<u>0</u>
<u>G</u>	<u>R</u>	<u>R</u>	-	<u>0</u>	<u>6</u>	<u>1</u>	<u>0</u>	<u>3</u>
<u>L</u>	<u>K</u>	<u>R</u>	-	<u>0</u>	<u>7</u>	<u>0</u>	<u>2</u>	<u>7</u>
<u>T</u>	<u>N</u>	<u>T</u>	-	<u>0</u>	<u>3</u>	<u>1</u>	<u>7</u>	<u>5</u>
<u>P</u>	<u>R</u>	<u>O</u>	-	<u>1</u>	<u>2</u>	<u>0</u>	<u>3</u>	<u>5</u>

3 Alpha Prefix

DESCRIBES SERIES, MOUNT and SHAPE/STYLE

5 Digit Numeric

DESCRIBES APERTURE/WIDTH and SEQUENCE IN CATALOG or FIXTURE DESIGN

Series:

- G = Gazelle QuickShip Express
- L = LED (Choice, Latitudes, Select, Retrofit)
- M = Medical LED (including MRI)
- P = PRO Motorized Medical Series
- S = Symphony LED
- T = Shoreview™ Series (Turtle)
- X = Xicato®

Mount:

- C = Cord
- R = Recessed
- S = Surface
- W = Wall Mount
- K = Retrofit
- N = Night/Step/ChartLight

Shape/Style:

- C = Choice (Round, Square)
- O = Motorized Medical PRO
- R = Round
- S = Square
- T = Rectangle
- L = Linear
- V = Vandal Resistant (RD, SQ)

CUSTOM LUMINAIRES/DRAWINGS ARE 7-DIGIT PRODUCT NUMBERS BEGINNING WITH:

990 _ _ _ _

The remaining four digits are sequential. These numbers are assigned by Kirlin Engineering.