

Purchase Order Policy

Repairs Universe accepts purchase orders from institutes, universities, government, and corporate entities. You can email Purchase Orders to billing@repairsuniverse.com.

Please include the following on your Purchase Order (Make sure to type or print legibly to minimize errors):

- 1) School, government or business name with all applicable contact information.
- 2) A purchase order number.
- 3) Item SKU, name and the quantity needed.
- 4) Any applicable options.
- 5) Pricing (Including total amount of order and provisions for shipping).
- 6) Bill to and Ship to information.
- 7) State payment terms of net 30. Repairs Universe does not offer payment term discounts

Please include a Credit Reference with your Purchase Order. If you do not have one, you can use our Credit Application and email and/or fax it back.

Purchase Order Process:

- 1) Repairs Universe receives the fully completed Purchase Order (The Purchase Order should be on the purchaser's letterhead and be signed by an officer, or similarly responsible representative).
- 2) Repairs Universe will process your order within one to two business days upon receipt of the completed purchase order.
- 3) Repairs Universe will invoice you when your order ships*. You may get status updates on your Purchase Order by sending an email to Lenny@repairsuniverse.com.

Remitting Payment:

You may remit payment via check, credit card, or EFT. To pay via credit card or EFT please call 866.925.2350 and have your invoice number ready.

Please send checks to:

Repairs Universe
3315 E. Russell Road
Suite A-4-127
Las Vegas, NV 89120

Phone: 866.925.2350 or 561.577.0791

Fax: 702.728.5687

Email: Lenny@repairsuniverse.com

*Standard Purchase Order items are due upon receipt.

Purchase Orders typically take 24-48 hours to process. The terms and conditions under which we accept Purchase Orders are subject to changes without notice. If payment is not received within the period specified on the invoice, your company's account and all associated accounts and licenses will be deactivated. By submitting a Purchase Order to Electronics Universe Inc. you agree that Electronics Universe Inc.'s License Agreement shall have precedence over any other Terms and Conditions between the Buyer and Seller. In the event of any inconsistencies between Electronics Universe Inc.'s License Agreement and the Terms and Conditions on the Purchase Order, Electronics Universe Inc.'s License Agreement shall prevail.