

Terms & Conditions:

1. Quotations

- A. Prices quoted are based on the current cost of production (materials, labour, machine time etc) and are subject to amendment by Select Print Solutions Pty Ltd before or after acceptance of the quotation to meet a variation in the cost of production between the date of quotation and the date of the order, provided there is no unreasonable delay on the part of Select Print Solutions Pty Ltd.
- B. Select Print Solutions Pty Ltd will only be required to fulfill the instructions specified in the quote. The customer is responsible to provide written instructions at the time of the quotation. Cheetah Design and Print will not be responsible for errors or omissions due to misinterpretation of verbal instructions.

2. Acceptance By Customer - Where Select Print Solutions has given the customer a quote

- A. Select Print Solutions Pty Ltd need not commence work until the quote has been accepted by the customer and a deposit has been made.
- B. The customer may accept the quote by instructing (in writing ONLY) Select Print Solutions Pty Ltd to commence work.
- C. It is the customer's responsibility to ensure they pick the correct service to meet the customer's deadline, if however customer requires print order to be delivered before agreed turnaround service additional charges will apply and cancellation of order will not be accepted. Turnaround time doesn't including shipping (road freight) from door to door.
- D. Acceptance by the customer of the quote will constitute acceptance by the customer of these Terms and Conditions.

3. Select Print Solutions Pty Ltd May Revise Estimate

Select Print Solutions Pty Ltd may amend the estimate before the order has been completed to take into account any rise or fall in the cost of performing the order and Select Print Solutions Pty Ltd shall notify the customer of such amendments as soon as practical thereafter. Upon Select Print Solutions Pty Ltd giving the customer notification of such amendments, the estimate shall be deemed the estimate for the purpose of these Terms and Conditions.

4. Additional Charges

In addition to the amount of the estimate, or where no estimate was given, in addition to the amount representing Select Print Solutions Pty Ltd charge for the work done, Select Print Solutions Pty Ltd may charge to the customer:

- A. Fees for having to work from a poor copy

- B. Fees and other charges for work required to be done urgently including overtime costs
- C. Fees for changing or correcting, in order to ensure that the goods are properly produced, any plates, film, bromides, artwork or any document including computer files supplied for the purpose of the order by the customer
- D. Freight costs (Air Freight or Urgent Freight) and charges

5. Force Majeure & Proofs

- A. Select Print Solutions Pty Ltd will not be liable for any loss, damage or expense suffered or incurred by the customer where such loss is occasioned by any cause beyond Select Print Solutions Pty Ltd reasonable control, including and without limiting the generality of the foregoing by war, insurrection, terrorism, fires, floods, strikes, lockouts, delays in transport, breakdowns in machinery, the inability or failure of a supplier to supply necessary materials, or prohibitions or other action by any government or semi-government authority, or embargoes
- B. If Select Print Solutions Pty Ltd submits to the customer a proof of the goods then Select Print Solutions Pty Ltd will not be responsible for any errors in the goods which appeared in the proof and which were not corrected by the customer before the order was completed.

6. Damages

- A. The customer must pay Select Print Solutions Pty Ltd any cost, expenses or losses incurred by Select Print Solutions Pty Ltd as a result of the customer's failure to pay Select Print Solutions Pty Ltd all sums outstanding from the customer to Select Print Solutions Pty Ltd (including, without limiting the generality of the obligation set out in this clause, any debt collection and legal costs)

7. Property left with Select Print Solutions Pty Ltd

- A. If the customer leaves property in Select Print Solutions Pty Ltd possession without specific instructions as to what is to be done with it, Select Print Solutions Pty Ltd may within 6 months after gaining possession of the property, dispose of or sell the property and retain any proceeds of sale as compensation for holding and handling the property.

8. Artwork Prep Policies & Colour Matching Policies

- A. Select Print Solutions Pty Ltd colour does not guaranteed to match screen colour as colours may vary from day to day, press to press, board to board and back to front, varnishes and laminates may also affect colour output. Select Print Solutions Pty Ltd do not reprint for colour discrepancies. Select Print Solutions Pty Ltd bulk running system does not allow for this. It is the customers responsibility to supply a colour proof if colour matching is required, this must be supplied prior to printing, no responsibility is taken by Select Print Solutions Pty Ltd if it delay's the printing process/turnaround time. Colour matching is not guaranteed even if a hard copy is supplied by customer. If

corporate colour matching is required, please request for Pantone Colour quotation and please provide the PMS colour when submitting your job.

B. Artwork Prep Policies

The customer must approve and ensure artwork is print ready which should comply with the following requirements:

- Outline all fonts.
- A maximum of 300dpi for all image resolutions.
- Flatten all vector transparency objects and rasterise all image transparency objects.
- Provide a 3mm bleed and crop marks for any document that requires guillotining (full bleed).

All important text must be 5mm inside crop marks to prevent being crop off in guillotining. When supplying finished artwork it must be supplied with OVERPRINT PREVIEW being ON we take no responsibility if this feature has been turned off while creating the artwork.

- C. Finishing Policies** - It is recommended at the clients expense that when printing on 180GSM thru to 420GSM that it be Scored (Creased). Select Print Solutions Pty Ltd recommends this, however Select Print Solutions Pty Ltd are not liable for any damages if the client decides not to go ahead with this option.

9. Delivery Policies

Select Print Solutions Pty Ltd can arrange a courier service for the job delivery but there is no guarantee on arrival time, Select Print Solutions Pty Ltd is not liable for any delay due to the courier. Select Print Solutions Pty Ltd printing prices include delivery to ONE location ONLY, using Road delivery services.

Select Print Solutions Pty Ltd **STRONGLY RECOMMENDS THAT CUSTOMERS SHOULD ARRANGE THEIR OWN PICKUP FOR URGENT JOBS.**

10. Cancellation Policies

Cancellation of any order will incur a loss of deposit paid to Select Print Solutions Pty Ltd and is liable for the time spent on artwork and print charges that have occurred. Select Print Solutions Pty Ltd has the right to invoice and claim the FULL AMOUNT if the order is cancelled after work has commenced or been completed.

11. Electronic Data

Without limiting the generality of the foregoing clauses, Select Print Solutions Pty Ltd will not be liable to the customer for loss, however caused, of any data stored on disks, tapes, compact disks or other media supplied by the customer to Select Print Solutions Pty Ltd.

12. Goods and Service Tax

The customer will be liable for any goods and services tax payable on the supply of goods and/or services by Select Print Solutions Pty Ltd to the customer.