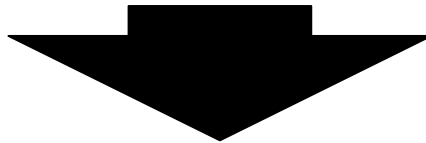




16633 Foltz Industrial Parkway • Strongsville, Ohio 44149, U.S.A. • Telephone (440) 572-1500 • Fax (440) 238-8828
www.clark-reliance.com

PURCHASE ORDER SPECIFICATION GUIDELINES - Strongsville

1. Vendor (PO made out to): Clark-Reliance, National Filtration Systems, Jerguson, Jacoby-Tarbox, Anderson Separator, Magne-Sonics, HYCOA, with our Address. This can be followed by "c/o local rep name".
2. Customer Status: verify or add new (tax cert. on file?)
3. Terms*: (must state: "per Clark-Reliance's Terms and Conditions") See page 2.
 - Net 30
 - CIA (frt. must go collect)
 - COD (product and frt. must go COD)
 - LC (w/approval)
 - Credit Card
4. Ship Date / Date Desired: clearly stated
 - verify with Planning, Prod. Mgr. or Mfg. Director
5. Bill To: clearly stated
 - active customer – must be same name as PO
6. Ship To: clearly stated on all orders ("To Be Advised" MUST be approved by Inside Sales Mgr.)
 - contact info included (name and phone) for special (rush / Saturday) deliveries
 - verify address within rep's territory (if applicable)
7. Correct Product(s) listed and priced correctly - check pricing to Quote.



OK TO PROCESS THE ORDER PER CURRENT P.O. ACCEPTANCE POLICY

3/1/2014



**ANDERSON[®]
SEPARATOR**



**Clark-Reliance[®]
FILTER ELEMENTS**

JERGUSON[®]

JACOBY-TARBOX[®]

MAGNE-SONICS[®]

Clark-Reliance[®]



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NOTES:

1. Clark-Reliance does not accept indemnity clauses, incidental, consequential, or any other type of financial off sets to purchase order contracts without the written permission of an officer of the company (President or CFO).

If you have a quotation request, purchase order, or project that includes any language that requires the company to indemnify, or agree to pay any type of damages or purchase order set offs (including liquidated damages over 10% of contract value of any size, or on projects and purchase orders over \$50,000 requiring liquidated damage language), the President or CFO must sign off on those purchase orders or contracts before they are accepted by Clark-Reliance.

2. Representatives and Distributors cannot accept purchase orders on the behalf of Clark-Reliance, or commit Clark-Reliance to any types of indemnity clauses, or acceptance of any types of damages. Only the President or CFO of this corporation can accept these types of contract or purchase order provisions.

3. Representatives and Distributors; per contract, all Purchase Orders must be, and state, "to Clark-Reliance's Current Terms and Conditions".



**ANDERSON[®]
SEPARATOR**



**Clark-Reliance[®]
FILTER ELEMENTS**

JERGUSON[®]



MAGNE-SONICS[®]

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