



COVID has added complexity and uncertainty to our entire supply chain. It has affected material availability as well as the time to get the product to you. We take our delivery commitments very seriously, however, the current environment may introduce delays. We will take every action we can to minimize the impact to you. Thank you.

**DEPOSIT:** 50% deposit due upon release to production. Deposits are requested due to the custom nature of signage and graphic products, design hours, and planning services. Remaining balance must be paid at pickup, delivery, or installation. Service calls will have a hold placed on their credit card of \$500, with the actual amount incurred to repair the sign to be charged after service has been completed.

**MINIMUMS:** Orders less than \$500 must be paid in full prior to fabrication.

**RELEASE TO PRODUCTION:** Client approvals of rendering, location plan and message schedule/proof required prior to production.

**DELIVERY:** 10-12 weeks (Interior) and 16 –18 weeks (exterior) after receipt of approvals contingent on project scope and materials. FOB Origin, with full freight allowed.

**INSTALLATION:** Unless indicated, sign installation is not included. If shown, price is based on the minimum trips required to perform the work. If additional trips are necessary, for reasons beyond our control, additional charges may apply. Please advise if multiple trips are anticipated. Prices reflect installations performed during regular business hours (M-T, 7:00am - 5:00pm). Work outside these hours or days will incur additional cost.

**CHANGES:** Changes in quantities, sign types and/or finishes may affect prices and/or delivery.

**CANCELLATION:** Canceled orders shall be subject to a 25% fee.

**EXPIRATION:** Prices are valid for 30 days.

**WARRANTY:** J&B Graphics warrants its products to be free of defects in material and workmanship for a period of one year from date of shipment. Warranty covers all material and labor to repair or replace products determined to be defective.

**PERMIT & APPLICATION FEES:** Payments required by public entity for permit application and issuance.

**VARIANCE FEE:** Additional payment required by public entity for a variance from the sign ordinance. Fees may include time to attend public hearings.

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Approved

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Date