



SAMPSON COUNTY PURCHASE ORDER TERMS AND CONDITIONS:

1. Submit all claims for payment by detailed itemized invoice in duplicate.
2. Mail or deliver all invoices as specified on front of purchase order in block titled "Ship To" unless otherwise specified in the body of the purchase order.
3. The conditions of this order are not to be modified by any verbal understanding. Any changes must be in writing or by a corrected purchase order.
4. Invoices for partial deliveries must be so indicated.
5. invoices and packages must bear the purchase order number on the outside of the package(s) or shipping container(s).
6. The County of Sampson is exempt from Federal Excise Tax. If any form of such tax is billed on the invoice, it must be shown as a separate item. Tax Exemption Certificates will be furnished upon request.
7. Sampson County is not exempt from State or County Sales Tax. State and County taxes must be shown as separate items on all invoice claims for payment.
8. Rejected materials will be returned to the Vendor at the Vendor's risk and expense.
9. It is agreed that the goods, materials, equipment or services rendered shall comply with all Federal, State, and Local laws relative thereto, and that the Vendor shall defend actions or claims brought and save harmless the County or its officials or employees from loss, cost or damage by reason of actual or alleged infringement of letters patent or for any other reason.
10. All prices must be f.o.b. delivered to point as indicated on the front of this order. Where specified, purchase is quoted or negotiated f.o.b. shipping point, the Vendor is to prepay shipping charges and add to invoice.
11. Cash discounts will be deducted as provided for on the front of this Purchase Order, or in accordance with the terms of your official quotation or bid. Net purchases will be paid 30 days from the date of your invoice.
12. In case of default of the contractor, the County may procure the articles or services from other sources and charge the contractors as liquidated damages any excess cost or damages occasioned thereby.
13. Acceptance of the order includes acceptance of all terms, conditions, prices, delivery instructions and specifications as shown on the order or attached to and made part of this order.
14. The County's budget year expires June 30. Consequently, no purchasing authorization will extend beyond this date without specific authorization from the Finance Officer.