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CUSTOMER SUPPLIED GOODS

From time to time, Port City Apparel is asked to print on garments supplied by our customers. While we are happy to comply with this request, however, we must inform you that the imprinting process is not perfect. Therefore, your garments may be damaged in the production process.

When Port City Apparel supplies the garments for an order, we bear the cost of any damaged garments. When the customer supplies their own garments, they will be required to share in any loss due to damage. An acceptable error rate is 5%.

Any damage within this range will be considered acceptable and, therefore, the responsibility of the customer. Port City Apparel will be responsible for errors above 5%.

Please note: due to the limitations of our production equipment, we are not able to imprint on every garment submitted by our customers. All customer supplied goods must be approved by our production managers.

Finally, before we imprint any customer supplied goods, our staff will verify the quantities. All discrepancies must be resolved before the order is processed.

We appreciate your attention to these matters.

Port City Apparel Customer Service

Customer Signature

Date
