

## **Ordering Policy**

All invoices must be confirmed in writing, converted from their original estimate, and paid in full to be processed and submitted to our warehouse for fulfillment.

Orders may be subject to sales tax. For purchases where sales tax is applicable, you will see the tax calculated on the bottom of the invoice. If your business is tax exempt, we will need a copy of your resale license and photo ID. Please scan these materials to your sales representative.

If for any reason an item is out of stock, you will be notified via email with alternative item or backorder status. All backorder shipping charges will be prepaid by Blue Valley Cabinets.

Orders will not be taken over the phone. Orders must be placed either thru email, in person or via online portal.

If you have any questions please contact your sales representative.