



## New Payment Terms - Effective April 1, 2020

We at Top Notch Customs, LLC. appreciate the support of our loyal customers that continue to trust us with their business as well as our new customers. We promise to continue to provide you with quality service and the best cost.

As a small business, over the years, we have tried to minimize price increases or changes to payment terms and have not required any deposits up front on any jobs. With current events and the uncertainty of our economic system, to maintain cash flow of our business, at this time, we will be requiring deposits on certain jobs. This is the same basic structure that most of our customer base has in place in their own businesses. We feel this change will ensure our success as a small business and allow us to supply our customers in a timely manner without delays.

Effective April 1, 2020, we will require 40% down on all Net 30 accounts and all jobs over \$2,000. We will provide you with an estimate of the amount to be put down and will make sure that it reflects on your final invoice. In addition, all orders requiring special order powder, will require payment in full before powder will be ordered.

This new policy will apply to any and all jobs that were quoted prior to and after the effective date of April 1, 2020.

We hope that all customers understand the reasoning behind and respect our new payment terms. Please let us know if you have any questions or concerns about the changes.

Thanks again for your business.

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