

Payment Terms

Full payment is due in US Dollars within 20 days of invoice date unless prior arrangements have been made.

The TOVA Company accepts the following forms of payment:

- **Credit Cards:**
 - Most major credit cards.
 - EasyPay: Card securely retained for convenient ordering and processing.
 - Payment link: Provided upon request for customer protected payment submission.
- **Checks and Money Orders:**
 - Please make your check or money order payable to The TOVA Company. We accept U.S. dollars only. Do not send cash. To ensure proper crediting of your account, please include your T.O.V.A. account/serial # on your check or money order.
 - International checks received for payment may incur a currency exchange fee. The invoice will reflect the fee which is based on the current exchange rate. Please check with your local financial institution for clarity.
- **Wire Transfer:**
 - Senders are responsible for any fees, deductions, or currency exchange shortages that may be removed from payments before they are received by The TOVA Company. Please specify to your bank or institution to state/write **"ALL CHARGES OURS"** or **"NO CHARGES FOR BENEFICIARY"** in your sending instructions.
 - **There will be a \$25 wire handling fee added to all incoming wire payment requests**
- **Purchase Order:**
 - Purchase orders must reflect terms no greater than NET30
 - Applicable taxes must be reflected on the PO for taxable products within the following states:
Minnesota, Washington, and Wisconsin

Terms and Conditions:

- ❖ Past due balances of more than 30 days will accrue 1% interest per month until paid in full.
- ❖ Account balance(s) must be paid in full prior to placing an additional test credit order(s).
- ❖ Returned checks will incur additional fees on the account.
- ❖ Failure to pay on time may result in interruption of services, and account balance must be paid in full to reactivate the account.

Questions Concerning Invoice/Statement

If you believe your invoice/statement is incorrect or if you need more information about an item on your invoice/statement please contact us at: Email: receivables@tovacompany.com or fax: 1-800-452-6919 or 1-562-594-7770 or Phone: 1-800-729-2886 or 1-562-594-7700; option #2

Note: Purchaser is responsible for all transfer & money exchange fees incurred.