



Timberline Manufacturing Terms & Conditions

Confirming Receipt and Acceptance

Confirmation of this purchase order is required within 24 hours of receipt, verifying that the price and due date(s) as printed on the purchase order are acceptable. Failure to confirm the purchase order will result in payment of only the amount noted on the original purchase order, and ship-on-time calculations made against purchase order due date(s).

Pricing listed on the purchase order is the amount that will be paid. Any deviation will require that a revised purchase order be sent and confirmed.

On-Time Deliveries

100% on-time deliveries are required. On time deliveries are counted as no more than three days early and zero days late.

Packaging Materials for Shipment

All parts need to be clearly marked with Timberline's part number and quantity shipped; like parts should be packaged together (in a plastic bag, box, etc.). Bags of mixed parts are not acceptable.

Timberline Manufacturing does not accept Styrofoam packaging of any kind. Please use an alternate packaging material for all shipments, ensuring that the contents of all packages are adequately protected to prevent damage during shipment.

Insurance

Do **not** insure our shipments without prior authorization.

Freight Carrier

All shipments under 75lbs per box must be shipped via UPS GROUND using Timberline's UPS account number 931W71. For shipments over 75lbs, please use LTL freight company N&M Transfer Collect (1-800-889-5755). If shipping from outside of N&M Transfer territory, please call Unishippers (1-800-925-6879) to arrange shipment.

General

Material information shall describe the product to be shipped, including, where appropriate:

- The identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data.
- Requirements for design, test, inspection, verification (including production process verification), use of statistical techniques for product acceptance, and related instructions for acceptance by Timberline, and as applicable critical items including key characteristics.
- Requirements for test specimens (e.g. production method, number, storage conditions) for design approval, inspection/verification, investigation or auditing.



WIRED for QUALITY

- Requirements regarding the need for the supplier to: notify Timberline of nonconforming product; obtain Timberline approval for nonconforming production disposition; notify Timberline of changes in product and/or process, changes of suppliers, changes of manufacturing facility location and, where required, obtain Timberline approval and flow down to the supply chain the applicable requirements including customer requirements.
- Records Retention: Suppliers shall maintain on file all quality data/records such as: certificates of material and/or processes, acceptance test reports, FAI's, inspection records, and other applicable quality control data for a minimum of 10 years from completion of the purchase order.
- Right of access by Timberline, our customer and regulatory authorities to the applicable areas of all facilities, at any level of the supply chain, involved in the order and to all applicable records.
- This document contains technical data whose export is restricted by the United States Department of State in accordance with the Arms Export Control Act and the International Traffic in Arms Regulations (ITAR). Violations of these export-control laws are subject to severe criminal penalties.

Counterfeit Risk Mitigation

Timberline requires that all suppliers of electrical parts or assemblies shall document and implement a policy compliant to the current revision of SAE AS5553 (Counterfeit Electronic Parts; Avoidance, Detection, Mitigation, and Disposition) or abide by Timberline's established policy. Suppliers of mechanical parts are to comply with similar methodology.

Quality Management System

Timberline's suppliers should have an implemented Quality Management System with a focus on delivering exceptional quality to achieve the highest level of customer satisfaction.

ISO Certification

Suppliers possessing an ISO/AS-9100 certification are required to provide a copy of the certificate for documentation purposes. Suppliers whose certification status changes (renewed, revoked, suspended, registrar change, etc) are required to notify either the Timberline buyer, or Timberline Quality within 5 business days.

Our suppliers are an integral part of ensuring that the products and services provided to our customers are to their expectations and satisfaction, that our customers can utilize their products without concern for product safety, and have confidence that ethical choices and behaviors are maintained.

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