PURCHASING, SHIPPING & DELIVERY POLICY

PURCHASING & PAYMENT POLICY

The Little Sign Company, Inc. sells parent carline signs and student backpack tags to partner and assist schools, qualifying youth organizations, daycare programs, and other institutions with their release of young children and students at the end of the day. Our products streamline school dismissal procedures and enhance safety.

The Little Sign Company, Inc. only sells to schools, districts, and qualifying organizations/intuitions. The Little Sign Company, Inc. reserves the right to cancel orders without notice that do not provide the necessary information at the time of purchase.

All orders are subject to product availability. The Little Sign Company, Inc. updates The Site and Order Form when products are out of stock. All products represented on the website are available for purchase under the purchasing terms.

The Little Sign Company, Inc. accepts orders online, via phone, order form, and direct email. We allow the purchaser to elect for Net 30 Terms online using "manual payment" and will honor the terms.

If your school or school district requires the submission of a valid or approved Purchase Order, also known as a "PO," obtain that before your purchase. If you do not have a Purchase Order and your school requires one for payment, it is the purchaser's responsibility to provide the approved Purchase Order to The Little Sign Company, Inc. If the order does not meet the Cancellation, Return, Refund, and Exchange Policy payment for the order and the Purchase Order was not approved payment will be the responsibility of the original purchaser within the institution or organization.

The Little Sign Company, Inc. accepts payment with credit cards, checks, bank ACH, and virtual one-time-use credit cards. LSC does not save credit card information without a signed authorization form completed by the purchaser.

SHIPPING & DELIVERY POLICY

The Little Sign Company, Inc. ships to addresses in the United States and Canada. If you are outside of North America and would like to make a purchase, please contact us directly for shipping costs. All orders are shipped from our warehouse in Sunrise, Florida.

Free shipping is included with your order through the United States Postal Service (USPS). Labels are generated using a third-party service, and tracking information will be sent to you via email from that service. Occasionally, this email goes to SPAM/JUNK, and it is recommended to check those email folders. If you request a different shipping method, the shipping cost will be passed on to you and must be paid in full at the time of shipping.

Orders are typically fulfilled within 1-2 business days of the order being received and may take up to 5 business days to be delivered via USPS. Once the order leaves our warehouse, it is the purchaser's responsibility to track the order for delivery. If an order is lost or damaged in the mail or undeliverable, The Little Sign Company, Inc. may make an insurance claim for the lost or damaged product.

If you are having an issue with your order or have additional questions regarding our Policy, please email <u>SALES@CARVISORSIGN.COM</u> or call 1-800-829-6096 for customer service.