

TERMS & CONDITIONS

Compatico Systems Terms & Conditions

ENVIRONMENTAL SUSTAINABILITY COMMITMENT

Compatico is committed to promoting sustainable work environments and business practices which balance concerns for protection of our environment and resources, prudent business practices and social responsibility. We use as our framework the Sustainability Guidelines of the Business and Institutional Furniture Manufacturers Association International (BIFMA).

Surface Materials

AO2

We continuously update our practices to progress toward these goals throughout all areas of our operation. We strive to ensure that our employees and investors are aware of this commitment to become an increasingly sustainable and environmentally responsible company. **Compatico is BIFMA level 1® certified.**

CMW

OUR ENVIRONMENTAL POSITION STATEMENT

We will:

- Inform our employees about our corporation's whole effort, and help them to understand their individual roles in making that effort successful.
- Reduce consumption of raw materials in our operations. Reuse rather than dispose, recycle whenever practical, and send all other waste to an energy disposal system.
- Make efficient use of resources that can be reused, reduced and/or recycled in our office and operational functions, and in our product content.
 - Use recycled/recycled-content supplies, components and products
 - In our products:
 - Plastic raceway covers are manufactured from 60% recycled products; they are fully recyclable
 - All steel components are 100% reusable/recyclable
 - All aluminum components are 100% reusable/recyclable
 - Water-soluble adhesives
 - Powder coat paint which eliminate VOC emissions
 - Many standard fabric offerings, created from post-consumer wastes
 - 100% green work surfaces are available
 - Re-use cartoning and packing material where possible in manufacturing; minimize use of packing material where possible in bulk packing.
 - Design our products to share as many items or components as possible and to cross-integrate, in many cases, with existing OEM products from which their designs are based.

G2/Genesis & Benching

Frames

Hush

FreshFIT

Electrical

Storage

Worksurfaces

Conference & Training Tables

Legs

Height Adjustable Legs

Accessories

FS Desking & Seating

References

BUY BACK/TAKE BACK PROGRAM

As part of Compatico's commitment to our strong environmental sustainability policy, we have created a Systems Buy-Back/Take-Back program. This program affords Compatico customers a disposal option for all existing Compatico product. We work with a network of authorized dealers across the country who will assist Compatico clients with the disposal of product in one of two options:

- End of useful life systems: Compatico authorized Buy-Back dealers will remove the system at little or no charge to customer based upon the customer location and access to the facility. Systems will be recycled by dealer assuring minimal environmental impact.
- Systems with useful life will be offered to the Compatico authorized Buy-Back dealers who will bid on the option of removing the Compatico systems. System will be resold as is or refurbished by the dealer assuring little environmental impact.

Compatico clients interested in participating in the Buy-Back/Take-Back program must contact Compatico no less than 90 days prior to date of systems removal and provide a comprehensive list of Compatico product on site, floor plan, site location (including access to location information), and date of intended or desired removal.

TERMS

Terms are Net 30 days, with approved credit. Contact Compatico Accounting Department (800.336.1772) to discuss terms, deposits, or other questions.

CREDIT

All orders are subject to credit approval. Five trade references (including your bank and account number) are required. Orders will not be released for production until credit is approved by the Compatico Financial Department. If your account has gone 30 days without payment, no merchandise will be shipped until past due balances are paid. In some cases, deposits or letters-of-credit will be required based upon order size. If credit arrangements are not established at the time the order is placed, the order will not enter the production cycle and will effect the ship date schedule.

DEDUCTIONS

No deductions will be allowed from invoices for any reason without authorization from Compatico.

PRICES AND DISCOUNTS

Discounts: Discounts apply to list prices in effect at the time of order and to all orders specified with standard Compatico finishes, sizes, and fabrics. Special finishes and sizes may necessitate an upcharge. Customer Service will advise prior to order acceptance. Although we do everything possible to keep our prices low and to maintain the list prices, sudden and unanticipated increases in the cost of materials may necessitate a change in list prices without notice.

Price Quotes: Compatico believes in "Customer First Service" and will readily assist you in quoting Compatico system products. Compatico Regional Sales Representatives are available for assistance as needed and will work with dealer associates to specify, quote, and order Compatico product. Compatico's in-house project management team will assist dealer associates in quoting, placing orders and verifying completeness. Contact the Compatico Project Management Department at 800.336.1772 for more information.

GIZA LAYOUT AND PRICING ASSISTANCE

Provided at no charge based upon dealer's drawings. Submit all layouts to the Compatico Project Manager for review. Response time will not exceed 72 hours and will depend upon the complexity of workstations. Compatico's symbol library is available on GIZA and CAP through 20/20 Technologies. Contact the Compatico Project Manager for details. Compatico does not offer "Space Planning." If raw space workstation planning, layout, or adjacency study is required, the dealer and/or specifier must provide the service.

We request that you provide the following information so that we can accurately furnish the proper product, colors, dimensions and provide you pricing in a timely manner:

1. System product you want quoted (Compatico AO2, AO PolyPanel, CMW, Genesis/G2, or F/S Freestanding Desking and Seating)
2. Drawings ("to scale" if possible). Clearly mark all heights and widths of panels; widths and depths of work surfaces and types of other components.
3. Powered panel locations and duplex locations. Indicate base or ceiling power and where they enter the panels.
4. Hard surface, fabric, tackable, or acoustic panels. Clearly mark all full, half and partial glaze panels and door panels. Indicate clear, frost, or smoke glazing and glazing strip color.
5. Accessories, such as pencil drawers, tackboards, keyboards, and tasklights must be clearly marked. Size must be indicated if required.
6. Fabrics, paint finishes, and laminates must be clearly indicated. Compatico will quote only standard fabric, finishes and laminates unless otherwise instructed. Fabric yardage assumes directional application (minimum 66" usable width).

7. All overhead shelf units as high or low, regular depth or EDP depth. Indicate depth of closed storage units (regular or EDP).
8. Style and type of pedestals must be marked (Style A, B, etc...BF, FF, or BBF). Laterals must show width and height and file centers must show drawer configuration.

Bid Pricing: Compatico will provide bid pricing or special discounts when requested. Competitive circumstances may dictate special consideration.

Pricing and Discount Information: Contact your local Compatico Sales Representative, Regional Sales Director, or the Compatico Project Manager at 800-336-1772 for pricing assistance or questions. They will be happy to work with you in providing "Customer First Service."

*** For Advantage program and discounting, please see the program highlights or contact your Compatico Sales Rep.

SPECIAL ORDERS AND ORDER CHANGES

COM Fabrics: All COM fabrics must be submitted to Compatico for approval prior to order acceptance. Please send minimum 6 x 6 memo samples of COM fabric to the Customer Service Department; allow for added lead time.

Non-Standard Paint Finishes: Samples of non-standard paint finishes must be submitted to the Customer Service Department. Customer Service Department must receive the specified paint sample prior to order processing. Matching the desired paint sample may take several weeks and will then be sent back to the dealer for approval. Lead times may be extended and a price premium may be applicable.

Key Alike Option: All storage items (pedestals, laterals, wardrobe storage, etc.) can be keyed alike for the same project upon request at a cost of \$30 list per lock. "Keyed Alike" lock sets are sent separately. Locks are field installed. Master or Control Keys are available separately. Original lock plugs and key **CANNOT** be returned. Please notify Customer Service Department at the time of order for key alike option. See Accessories Section.

Change Orders: Change orders will be accepted at no charge up to 2 working days after acknowledgement date. Change orders requested after 2 working days may be accepted and will be subject to additional charges and extended lead times. No change orders will be accepted once fabrication and upholstery have begun, and on any Quickship and parts orders.

Order Confirmation: Order confirmation will be faxed or emailed to all dealers after processing. Dealer is responsible to promptly review the confirmation (acknowledgement) for accuracy and completeness. Dealer will then fax or email confirmation back to the Customer Service Department with signed approval for processing. We request immediate notification of any necessary changes. In the absence of notification, order acknowledgement will be deemed to be accurate.

Order Cancellations: Compatico reserves the right to accept or deny all order cancellations, and will assess a restocking fee if applicable. Restocking fee will be a minimum of 25% of net order or actual material cost, whichever is greater.

Special Custom Product: Compatico will try to accommodate special or custom sizes per customer request. Special or custom size products will normally increase the lead time. Compatico must quote pricing for all special or custom products prior to order acceptance. Special or custom-size products cannot be cancelled once the order is processed.

SYSTEM AND PARTS CLASSIFICATION

Full system orders must include panels, worksurfaces and storage components unless otherwise approved by Compatico sales management.

COMPATICO FREIGHT POLICY AND PRACTICES

Full system orders (most 2 of 3 component groups) orders of over \$15,000 list price, standard freight charges will be paid for by Compatico. This free freight policy includes shipments in the continental United States and the Province of Ontario, Canada. Call for freight quotes to any other Canadian destination. All Canadian GST portion of Brokerage bill will be dealer's expense and will be billed back to dealer by Compatico in US Dollars. Contact Compatico Sales Management for freight quotes to all other international destinations. Compatico will select carrier for all standard free freight shipments. Freight policy expectations, exceptions, and additional service charges are as follows:

1. Carrier will make effort to deliver merchandise with an "on-or-before" land date but Compatico cannot guarantee transit time. Carrier will normally deliver merchandise within a two-day window of standard shipping dates range.
 - a. Call before delivery
 - i. Full trailer load - no charge
 - ii. LTL loads - only if noted on purchase order - \$20
2. Should carrier arrive one day prior to the "on-or-before" land date, dealer/customer will accept all merchandise on that day. Should dealer/customer not be able to accept delivery they will be responsible for any storage and/or redelivery charges.
3. All deliveries will occur between the hours of 8am-5pm at carrier's convenience and delivery dates are not guaranteed. Compatico will provide shipping invoice with carrier name, phone number, and PRO# to enable customer to contact carrier directly to discuss delivery options.
 - a. Customer/dealer requested after-hours delivery charge - \$350.
 - b. Customer/dealer requested guaranteed date delivery charge - \$250
 - c. Customer/dealer requested guaranteed (am, pm or specific time) delivery charge if available - Quote
4. Customer/dealer may change date of delivery if notice is given to Compatico at least two weeks in advance. Customer/dealer requested change of ship date within two weeks of scheduled ship date will be subject to a charge of \$500 plus a 25% surcharge on the standard "on-or-before" land date freight rate.
5. Customer/dealer request to delay delivery of an order after the order has been in the production cycle for 5 or more days will be subject to storage charges as a result of the delay. In all cases, the order will be completed, billed and stored at dealer expense either in Compatico facilities or by designated freight line.
6. Customer/Dealer provided forklift is required for off-load unless otherwise arranged.
7. Merchandise will be delivered at dock level. If no dock is available, appropriate accommodations must be made by customer/dealer.
8. Merchandise must be unloaded within four hours of arrival. Detention of trailer beyond four hours will result in charge of \$100/hr.
9. Additional special services for all full load and less-than-trailer load (LTL) shipments will be billed accordingly.
 - a. Expedited shipping - quote
 - b. Lift gate - \$120
 - c. Inside Delivery - Not Available
 - d. Residential delivery - \$75
 - e. Change of address after delivery has shipped - \$100
 - f. Redelivery charge - \$150
 - g. Delay of shipment of more than 5 days 1% of net order per week
 - h. Hand load truck option to increase container capacity will ship one day after acknowledged ship date - \$150
 - i. Crating available with assumption of one crate per \$3000 net of order - \$200 per crate.
 - j. UPS crating \$25 per box (All flipper doors must be crated)
 - k. Split packaging service is available at \$250 per order.

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10. Rail shipments - Compatico will work with customers to evaluate rail transportation options which might provide cost savings and green initiative benefits.

At Customer/dealer request, Compatico will review additional non-standard packaging or shipping requests for domestic or international shipping.

SYSTEM ORDERS OF LESS THAN \$15,000 LIST AND ALL ACOUSTICAL TILE AND PARTS ORDERS:

For orders of less than \$15,000 list and for parts orders not meeting "full system" qualifications, the price will be quoted FOB factory and will be paid by customer/dealer. All orders received via fax or phone will be shipped at standard UPS rates. All online orders will be shipped via UPS at a rate of 12.5% of net order - \$10 minimum. If an order must ship via LTL (and cannot ship via UPS), then customer/dealer will have two shipping options:

- Option 1 - Customer/dealer may elect to ship third-party direct with their preferred freight carrier on a direct bill or collect basis. Intent to contract with preferred carrier must be noted on purchase order.
- Option 2 - Compatico will arrange LTL shipping at the following rates:
 - Zone 1 - All states except those noted for Zone 2 and Province of Ontario - 16% of net price - minimum \$95.
 - Zone 2 - Arizona, California, Idaho, Montana, Nevada, Washington, Wyoming, and Utah - 22% of net price - minimum \$150.
 - Zone 3 - All Canada (except Ontario), Alaska, Hawaii, Caribbean and international orders are made to port of exit - freight charges must be quoted.

The Benefits of Compatico arranging freight:

- We take care of all paperwork
- We schedule pick ups
- We track your shipment to final delivery
- We research and use only reliable carriers with proven track records.
- We carry the payable
- We deal with any issues that arise during transit
- We file the claim if ever needed

Online orders which must ship via LTL will be billed at 19% of net price. All orders of less than \$20,000 list and parts orders will be shipped as close as possible to the approximate shipping date designated on the order acknowledgement. Under no circumstances shall Compatico be liable for delay in shipment or delivery of the order or for damages that result in such delay.

FREIGHT CLAIMS:

General guideline for freight time (LTL & UPS Ground) shown in chart. Title to the goods and risk of loss pass to the customer/buyer upon delivery to the carrier (FOB Grand Rapids, Michigan - Freight Prepaid). In order for Compatico to assist customer/dealer with freight claims for damaged or lost merchandise, it is imperative that customer/dealers adhere to freight claim policy. Requirements are as follows:

- Customer/dealer shall inspect all merchandise immediately upon arrival.
- If a carton is, or appears to be, damaged, do not unpack it. Note damage on the delivery receipt, take digital photos of the carton, and notify Compatico and carrier immediately.
- Customer/dealer must preserve all damaged product and packaging as received pending inspection or waiver of inspection by carrier.
- While lost or damaged freight claims are pending, all damaged merchandise must be made available to the carrier for salvage purposes.

Normal Transit Times (NOT GUARANTEED)					
Great Lakes	MI, OH, IL, IN, WI, MN, PA	1-3 Days	Southeast	NC, SC, AL, GA, VA	2-4 Days
Midwest	MO, IA, KY, KS, TN, WV, WY, CO, UT, AR, SD, ND	2-3 Days	Deep-South	FL	4-5 Days
Mid-South	TX, MS, LA, NE, OK	3-4 Days	Northeast	CT, ME, VT, DE, NH, NJ, NY, RI, MA, MD, ON-CAN	2-4 Days
Southwest	NV, NM, AZ, CA	4-5 Days	Northwest	OR, WA, ID, MT	5-6 Days
Additional Notes / FAQs					
Freight is quoted based on unloading at standard dock height during standard delivery hours with forklift. Additional charges will apply for hand or grade level unloading.					

KEY SHIPPING POINTS:

- Compatico will review any other non-standard packaging or shipping requests.
- Orders will be shipped as closely as possible to the approximate shipping date designated on the order acknowledgement. Under no circumstances shall Compatico be liable for delay in shipment or delivery of the order or for damages that result from such delay.
- Transit Damage: All merchandise is packed in an approved manner. Inspect all merchandise immediately. If a carton is or appears to be damaged, do not unpack it. Customers/Dealers must make specific damage/shortage notes on the bill of lading at delivery before the driver leaves. Customers/Dealers assumes all product damage liability after Bill of Lading is signed.

CANCELLATIONS/RETURNS

No merchandise will be accepted by Compatico for exchange or credit without our expressed written consent before return shipment is made. All freight charges on returned merchandise must be prepaid and packaged properly. Compatico will not accept freight collect shipments. Restocking fees of 25% will apply. After 90 days, returns are not accepted. Note: See "Electrical Components" for return policy.

ELECTRICAL COMPONENTS

Due to Compatico UL Listing certifications, we cannot accept any returns of electrical components.

PRODUCT DESIGN

Compatico reserves the right to make changes in design and construction, and discontinue products without prior notice. All dimensions shown are considered to be approximate. Any panel runs of more than 72" must be reviewed with Compatico Project Managers to assure proper support. Please read the appropriate products installation manual, available online at www.compatico.com, for complete panel stabilization guidelines.

UL LISTING

Compatico A02, AO PolyPanel, CMW, CVX and Genesis/G2 Systems and Electrical Accessories are UL Listed to the standard for office furnishings, UL 1286, third edition, listing number 8R55. This listing includes fabric-covered hard surfaces, fabric-covered acoustical and fabric-covered tackable/acoustical panels. All system panels meet ANSI-BIFMA structural standards. See www.compatico.com for all testing information (under product certifications) such as ASTM-E84, UL723, or NFPA255.

FORCE MAJEURE

Compatico shall not be liable for failure to perform due to strike or any other labor difficulty, terrorist acts, government reaction to terrorist acts,

embargo, or any other act of any governmental authority, fire, flood, act of God, energy shortage, wrecks or delay in transportation, inability to obtain labor, materials, or manufacturing facilities from usual sources, failure of suppliers to meet contractual obligations, any act of the purchaser, or due to any cause beyond its reasonable control. In the event of delay due to any such cause, Compatico reserves the right to extend the date of delivery or completion by a period of time reasonably necessary to overcome effect of such delay, to allocate any available supply of goods in a manner it considers reasonable, or to cancel any purchase order.

LIABILITY

Compatico, its dealers and subcontractors, suppliers, or other of its contractors shall not be liable in tort (including strict liability and/or negligence), contract, or otherwise for direct, indirect, incidental, or consequential damages, including but not limited to damages or loss of other property or equipment, loss of revenue or profits, or loss of use of equipment (including added expenses of using existing facilities). The remedies set forth herein are exclusive, and the liability of Compatico with respect to any contract or anything done in connection therewith, such as the performance or breach thereof, or from the manufacturer, delivery, sale, resale, or use of any product covered by or furnished under the order, whether in contract, in tort (including strict liability and/or negligence) or otherwise shall not exceed the price of the product or part on which such liability is based.

CODES

Compatico Systems Furniture is considered to be portable furniture, subject to local fire and building codes. Installation and use of the furniture in accordance with all local, applicable codes is the responsibility of the customer.

LIMITED LIFETIME WARRANTY

Compatico warrants to the original purchaser that this product will be free from defects in materials and workmanship from the date of original delivery, subject to the terms and conditions of this Lifetime Systems Warranty ("Warranty"). This Warranty is not transferable. Compatico's obligation and the purchaser's sole remedy pursuant to this Warranty are limited to repair or replacement, at Compatico's option, FOB Compatico's headquarters, of replacement parts which prove, under normal use, to be defective. No person, firm, or corporation is authorized to assume for Compatico any other liability in connection with Compatico products. Customer will receive credit for returns of defective product only after the defective product is received by Compatico. This Warranty applies to all Compatico Systems, except as noted:

EXCEPTION: Height adjustable motors 2-years

- Fabric - Compatico fabrics have a 3-year warranty.
- Electrical - Compatico electrical products have a 10-year warranty.
- Moving parts - Moving parts, which include glides, suspensions, casters, and keyboard mechanisms, have a 5-year warranty.
- COM Material - The warranty does not apply to Customer's own material-i.e. material specified by buyer that is not a standard Compatico product offering, such as fabrics specified and purchased by buyer.
- Worksurfaces - laminated products with edges are guaranteed for five (5) years.
- Vertical laminate panels and tiles guaranteed for five (5) years.
- Consumables - products such as a lamp or light bulb for two (2) years.
- Products - misused or suffered abusive damage, not installed, used or

maintained in accordance with products instructions and warnings.

- Normal wear and tear
- Use of non-Compatico components with our parts voids all warranty offered.
- Variations - occurring in surface materials (i.e. matching grains, textures and colors)
- Seating - Compatico warrants certain components of its chair(s) as follows: non-moving metal components, swivel and tilt mechanisms, pneumatic cylinders, casters, base, and all wood and plastic components for 5 years, and upholstery materials for 2 years. All chairs maximum capacity, 250 lbs. unless otherwise specified. Leather is not warranted against routine scratching and scuffing, as leather is subject to minor blemishing during use. Tufted buttons are not covered under this warranty. The purchaser is responsible for any initial minor assembly, cleaning and lubricating the chair and inspection to be certain that the hardware is securely fastened, and that there are no loose or missing parts, cracks, broken welds, or general instability. Chairs that are damaged or appear unsafe should be removed from service. For care of the coverings (leather, cloth, or vinyl), dust regularly as needed, wipe clean with a mild solution of warm soapy water, do not saturate, wipe dry. Do not use polish, wax, or saddle soap. If any chair component proves to be defective in materials or workmanship, Compatico will provide replacement parts or replace the chair at its option; if the model you purchased is no longer available, Compatico may replace it with a similar model as determined by Compatico. In no event will Compatico be liable for any incidental or consequential damages, or for any loss or injury to person or property resulting from the manufacture, sale and/or use of the chair.
- Casegoods - including desks, storage units and tables - Compatico warrant certain components of its casegoods furniture manufactured for quality and durability. Warranty applies as follows: Structural integrity of frame 5 years; laminate, wood, veneer finishes 2 years. Variations of grain and color are natural characteristics of wood, a living material. This variation is part of the beauty real wood and anticipated in real wood or wood veneer furnishings. Therefore, Compatico casegoods are not warranted to match in grain, color or color-fastness, or texture.
- Acoustical Tiles - One (1) year warranty on material (does not include field installation failures)

WARRANTY LIMITATIONS

THERE ARE NO WARRANTIES EXCEPT AS EXPRESSLY SET FORTH HEREIN, EITHER EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE. COMPATICO'S LIABILITY WITH RESPECT TO ITS PRODUCTS SHALL NOT EXCEED THE OBLIGATION TO REPAIR OR REPLACE DEFECTIVE PRODUCT EXPRESSLY SET FORTH ABOVE, IRRESPECTIVE OF THE THEORY UPON WHICH ANY CLAIM MIGHT BE BASED INCLUDING BREACH OF CONTRACT, WARRANTY, NEGLIGENCE, OR STRICT LIABILITY. UNDER NO CIRCUMSTANCES SHALL COMPATICO BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES. This Warranty does not apply to damages resulting from shipment, storage, accident, alteration, misuse, assembly or installation, including (but not limited to) unsupported work surfaces more than 48" in length that do not have a correctly placed worksurface support spanner. All claims under this Warranty must be authorized in writing by Compatico prior to repair or replacement of products.

- Compatico will not be responsible for air shipments of replacements. If a customer wishes for expedited/air shipments, the customer assumes the expense.

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ORDERING PROCEDURE

For Compatico to provide optimal "Customer First Service," use this checklist as a guide to placing orders and reviewing acknowledgements:

- Billing and shipping addresses included
 - Freight, handling, packing preferences
 - Panels - part numbers, quantities, colors
 - Connectors - part numbers, quantities, colors
 - Electrical - part numbers, quantities
 - Work surfaces and Supports - part numbers, quantities, colors
 - Storage - part numbers, quantities, colors
 - Accessories - part numbers, quantities, colors
- "Order Entry Specification Sheet" available upon request.

LEAD TIMES

The specialty of Compatico's "Customer First Service" is to meet short delivery times when necessary. Normal shipping lead time is 15 working days from date of order confirmation, unless otherwise agreed upon in writing. Compatico will quote any special or expected lead time upon request, and will use its best effort to obtain delivery within quoted lead times. However, Compatico will not be responsible for any damage caused by late delivery. Normal shipping lead times are for standard product; please refer to Compatico's current Price List Catalog for standard finishes, sizes and fabric selections.

GSA INFORMATION

Compatico holds a contract with the General Services Administration. It is under:

- 71-1 Office Furniture
- FSC 7110
- Contract # GS-28F-0027S

To supply a GSA customer with office systems, contact our Customer Service Department or go to our web site for more details.

We participate in:

- Teaming Agreements
- Package Office Agreements

NOTE: Compatico reserves the right to declare "spec fees" split between dealers if one dealer is deemed by Compatico to have significantly contributed in the up-front project spec leading to a Compatico specific bid spec, in which another dealer wins the bidded project. Project registration forms available.

See Appendix in the back of this Price Book for "GSA Specification Registration Program." Call us at 800.336.1772 for further GSA support.

CONTACT INFORMATION FOR ASSISTANCE OR QUESTIONS

- Telephone 800.336.1772 or 616.940.1772
- Fax 616.940.1040
- Web Site www.compatico.com (marketing and sales info)
- Web Site www.compaticoparts.com (parts purchasing)

MARKETING MATERIAL

Brochures: Compatico will furnish its dealers with color brochures of each product line and sufficient quantities of Price List Catalogs for its sales and purchasing departments. We appreciate our dealer efforts and will support them whenever and wherever possible.

NOTE: For digital literature, please visit www.compatico.com.

Compatico Dealer Information Binders: Compatico will furnish the dealer with a Dealer Information Binder for its library. That binder will include:

- Brochures on each product line
- Information about Compatico, Inc.
- Dealer programs
- Brief installation instructions
- Price List Catalog
- Paint finish samples
- Fabric cards

NOTE: For digital literature, please visit www.compatico.com—at top of home page click on "Digital Binder."

SHOWROOM DISPLAY SAMPLES

The purpose of the Compatico Office System Display Program is to provide wider awareness of the quality of Compatico office furniture systems. It gives dealers an affordable way to put the system(s) in front of their customers so they can see and feel the product, and then make a comparison to higher-priced products. The process for obtaining a Compatico office furniture system for a display is simple and affordable:

1. Contact your Compatico Sales Representative or call the Compatico Home Office at 800-336-1772.
2. Choose any Compatico Office Furniture System(s) with any add-ons offered by Compatico in any desired configuration.
3. A dealer may obtain up to one workstation in each of the above-mentioned systems under the Compatico Office Systems Display Program.
4. The workstation(s) will cost 75% off list price; freight cost will be shared.
5. Each workstation may have a total net cost of up to \$1,500.
6. Dealers may obtain workstations for displays costing over \$1,500 net by paying their normal discount for any amount above \$1,500.
7. Terms for purchase will be payment in 90 days with approved credit. Dealers who purchase \$40,000 or more (net price) of Compatico systems within 180 days of the purchase of the display will have the full purchase price of the Compatico Office System Display credited to their account (up to \$1,500). For dealers who have more than one system on display, each additional \$40,000 purchase within the 180 day time period will provide an additional credit per system.

NOTE: For large showroom display plans, contact Compatico Sales Management to discuss special programs.

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