



# AUTHORISATION

**How to Order your new Australiawide Annexe:**

Thank-you for considering the purchase of our annexe. Rest assured, our fully qualified and experienced staff will take every care in providing you with a first-class result and have it delivered to your nominated delivery point intact and on time.

Please take time to read the following paragraphs before signing and returning the required forms.

**Deposit/Payment:**

When submitting the order to manufacture your new annexe, we require a minimum of 20% of the final cost to you as a deposit. This will allow us to begin the ordering and manufacturing process. Balance of payment will be required prior to delivery.

**Method of Payment:**

Payment can be made by Cheque, Credit Card, Internet or Cash.  
Payment details are.....

**Manufacturing Period:**

Upon receiving your order and deposit, the process begins immediately.  
It would be expected that delivery would occur with 3 weeks of the order being received. Of course, delays may happen due to unavailability of stock, strikes and other such events for which we have no control.

**Feel free to talk to us:**

You are most welcome to call us whenever you wish to regarding your new annexe. We will call you when we have received the order and keep you informed about expected manufacture and delivery dates. We will also talk to you if we have any questions arising from your order

**The next step:**

You should have filled out the Measurement Form, the Order Form and this signed Authorisation Form.  
Together with your payment details, please then post to us.  
(we will call you when we have received it)

**Authorisation:**

I/we request Australiawide Annexes to manufacture and provide us with a new annexe as prescribed by the attached Measurement and Order Forms. I/we are satisfied that the details we have provided are in accordance with your instructions. I/we also understand any missed information will require a new signed form to be sent.

Signed:.....Date:.....

Received by:.....Date:.....

Order Accepted & Actioned:.....Date:.....