

October 1 2018

HARDWARE

ACCESSORIES

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# TERMS and Conditions

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## Pricing / Custom Quotes

Prices shown are suggested list prices, F.O.B. factory, Austin, Texas. Pricing does not include delivery, freight, crating or uncrating, installation, storage, insurance, federal, state, or local taxes. Pricing on "Custom" quotes is valid for 30 days. Prices, specifications and materials are subject to change without notice.

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## Guaranteed Freight Pricing Program

An optional Guaranteed Freight Pricing Program offers the opportunity to provide a fixed freight cost at the time of order placement. Freight cost estimates are also available upon request from info@ekitta.com. EKITTA's Guaranteed Freight Pricing Program is not applicable to planters and hardware.

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## Terms

Orders will be scheduled for production after a purchase order and payment is received. Orders <\$2,500 require full payment, 50% deposit for orders >\$2,500 with the balance and shipping charges to be paid before shipment.

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## Ordering

To expedite order entry and to assure proper service, email or mail orders to the above address. All orders emailed and then mailed, must be marked "Confirmation." EKITTA will not be responsible for duplicate orders if purchase orders are left unmarked.

All orders must be accompanied by a written purchase order and payment. Orders will be acknowledged promptly upon receipt. The issuance of an Invoice / Acknowledgment indicates acceptance of any purchase order and is final and binding. To expedite processing, we suggest that a copy of the check be emailed to EKITTA before mailing.

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## Change Orders / Cancellations

Acknowledged orders may be changed only by mutual agreement. Revisions and cancellations are subject to price and schedule adjustments and / or cancellation charges, as appropriate.

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## Warehousing

Orders will be shipped when completed and paid in full. On orders which cannot be shipped, product will be invoiced and a weekly warehousing charge will accrue 7 days after completion. Warehousing charges will be levied at 1% of the NET invoiced price per piece by product line item. Minimum weekly warehousing charge will be \$25 NET per order. Full payment of invoice and warehousing charges required before shipment.

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## Returns

Items may be returned only with EKITTA's written consent and shipping instructions, and with all related transportation costs to be paid by the purchaser. All returned merchandise is subject to a minimum 35% restocking charge. Customer-damaged items and custom-made items cannot be returned under any circumstance.

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## Damaged Merchandise / Claims

Ownership of the product changes when the merchandise leaves EKITTA's dock. Any subsequent damage claim is the responsibility of the purchaser. The utmost care is used in packing and shipping. Examine merchandise carefully before giving the transportation company a clear receipt. In the event of shortage, note on the driver's bill of lading before signing, keep a copy and notify EKITTA immediately.

Do not refuse merchandise damaged in transit. Keep product in original shipping box or container for inspection by carrier. If shipment arrives damaged or short, you should immediately file a claim with the delivery carrier. It is strongly suggested that all shipments be unpacked and inspected upon arrival at Consignee.

No damaged freight claims can be made once the merchandise has been transported by another vehicle. If the shipment is in apparent good condition but upon opening contents are found damaged, unpacking should be stopped and an inspector of the transportation company should be called to examine the shipment.

Submittal of claims must be made to the transportation company within 10 days of receipt. Photographs of visible damages to the packing as well as affected product often prove helpful in the claim submittal process.

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## Product Design

EKITTA reserves the right to make changes in design and construction or to discontinue products without notice. All dimensions are approximate.

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## Warranty

EKITTA warrants its products to be free of defects in materials and workmanship for one year from date of delivery. This warranty assumes normal and correct product usage. EKITTA accepts no liability resulting from abnormal use, misuse, abuse, alteration by customer, or damage in transit. It is understood that these limitations are part of the terms and conditions of purchase of EKITTA products and by placing an order, the purchaser accepts these limitations. Option of repair or replacement under this warranty is at the discretion of EKITTA.

# GENERAL Information

## Shipping and Packaging

All merchandise is packed to carrier standards and inspected before shipment. All shipping dates are approximate; a specific arrival date cannot be guaranteed. All orders are shipped upon completion and payment of any balance due.

EKITTA will not drop-ship to end consumer without prior approval.

Freight company accessorial charges, such as "call before delivery", high cost area, residential delivery or inside delivery, if required or necessary, will be added to the dock-to-dock prepaid freight charge.

Title of the product changes when the merchandise leaves EKITTA's dock. Any subsequent damage claim is the responsibility of the purchaser.

## Optional Guaranteed

This program offers the opportunity to provide a fixed freight cost for dock-to-dock single shipments of furniture and accessories at the time of order placement. Planters and hardware require a freight quote.

- Determine the zone to which the products are to be shipped.
- Calculate the fixed freight cost as a percentage of the total COM/COL List of the order, including charges for any additional product options specified.
- Indicate on the purchase order "Guaranteed Freight Pricing Program".

EKITTA will select the carrier. EKITTA's invoice acknowledgment will include the pre-calculated fixed freight rate.

### TERMS:

- A minimum per shipment charge of \$125 Net end tables, \$150 Net other furniture will apply.
- All merchandise will be shipped cartoned.
- Charges will be for 'NORMAL DELIVERY TO THE DOCK' ONLY. A "CALL BEFORE DELIVERY" request requires an additional \$35 Net charge.
- High cost delivery areas as defined in Tariff 199 incur an additional charge, \$41.50 minimum.
- Product is shipped FOB Hutto, Texas, freight prepaid.
- Title of goods changes when merchandise leaves EKITTA's dock. Any subsequent damage and all freight claims are the responsibility of the purchaser.

## Zones

### Zone 1 - 4% COM LIST

Oklahoma  
Texas

### Zone 2 - 5% COM LIST

Alabama  
Arkansas  
Louisiana  
Mississippi

### Zone 3 - 6% COM LIST

Arizona  
Georgia  
Illinois  
Indiana  
Iowa  
Kansas  
Kentucky  
Missouri  
Nebraska  
New Mexico  
North Carolina  
Ohio  
South Carolina  
Tennessee

### Zone 4 - 7% COM LIST

Colorado  
Michigan  
Minnesota  
Nevada  
North Dakota  
South Dakota  
Utah  
Wisconsin  
Wyoming

### Zone 5 - 7.5% COM

California  
Delaware  
Florida  
Maryland  
Pennsylvania  
Virginia  
West Virginia

### Zone 6 - 8% COM LIST

Connecticut  
D.C.  
Idaho  
Maine  
Massachusetts  
Montana  
New Hampshire  
New Jersey  
Oregon  
Rhode Island  
Vermont  
Washington



### ACTUAL FREIGHT QUOTES REQUIRED:

BOSTON  
D.C.  
NYC and surrounding areas

# GENERAL Information

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## Care and Maintenance

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<b>Painted Steel</b>	The polyurethane painted finish does not require special maintenance. Regular dusting with a soft cloth or duster is usually sufficient. If a cleaning agent seems to be necessary, we suggest your using a mild detergent spray. We recommend you treat painted surfaces as you would the paint on your car. Never use any solvent based cleaners. This includes any of the alcohol based cleaners.
<b>Aluminum</b>	Wash aluminum with a small amount of mild soap and a clean cloth with plenty of water.  PLANTERS - We recommend installing a liner in each planter to prevent the metal from reacting to any potential chemicals from fertilizers or chemicals, etc.
<b>Stainless Steel</b>	Wash stainless steel with soapy water, or a mild detergent, thoroughly rinse with clean water and polish with a soft dry cloth. We recommend you treat the 3R Lids and 7R Tops silk screened ink surface as you would the paint on your car. Never use any solvent based cleaners. This includes any of the alcohol based cleaners and stainless steel cleaners.
<b>Glass</b>	The clear glass can be cleaned with the application of any glass or mirror spray cleaner and a soft cloth.  The etched side of the glass should be mounted on the bottom. Care in handling will reduce the frequency of marking by body oils. Fingerprints on the etching may be removed with Windex or similar product or (strange as it may seem) by rubbing with styrofoam.
<b>Leather</b>	Leather is a natural material; due to its characteristics, scratches and marks may appear on the surface over time. This appearance is the "character" of natural leather. To maintain the leather, gently dust surface area regularly with a soft, dry cloth. To clean, dampen a clean cloth with lukewarm water. Cleanse the entire area where stain occurred, working from the perimeter of the stain to the center. DO NOT use saddle soap, oil, abrasive, furniture polish, varnish or ammonia.
<b>Plastic Laminate</b>	To clean the surface, use a damp cloth or sponge and a mild soap or detergent. EKITTA recommends obtaining current detailed care and maintenance information directly from the plastic laminate manufacturer.
<b>Wood</b>	EKITTA wood products are protected by a stain-resisting finish. For normal cleaning, wipe surface with a soft, damp (not wet) cloth.

# GENERAL Information

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## Specifications

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### Glass

#### Glass

The standard glass which tops all tables quotes in our pricelist. All glass is made according to government specifications (DD-G-451-C) and may contain defects. These defects are inherent in the manufacturing and are within specification. All glass has a natural green tint, and the tint is more noticeable when the glass is thicker or larger.

#### Starphire Glass

A clearer (less green) glass that is available. Requires a price quote from EKITTA.

#### Etched Glass

The standard glass that is sandblasted on one side. The sandblasted side is mounted on the bottom, thus creating an opaque or frosted appearance. Etched glass is quoted in the pricelist.

#### Tempered Glass

Clear glass that has been manufactured to withstand greater stresses than annealed glass. Although sometimes referred to as "safety glass," it is breakable, but it will break into small blunt fragments. Requires a price quote from EKITTA.

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### Wood

The external wooden parts incorporated in EKITTA products are the highest grade of maple or cherry. These woods, like other natural materials, are subject to variation in grain and coloration. No guarantee will be made of an exact match to EKITTA finish samples.

Custom wood finish samples must accompany the purchase order. Orders specifying custom wood finishes will be scheduled for production upon receipt of an approved customer's custom wood sample match. An upcharge of \$125 NET per order will apply for each custom wood finish sample.

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### Plastic Laminate

Plastic laminate pricing is based on Wilsonart -38 Fine Velvet and -60 Matte finishes. Wilsonart laminates are GREENGUARD INDOOR AIR QUALITY CERTIFIED

3R and 7R panels may also be specified in any commercially available laminate. Pricing will be determined by the price of the specified laminate, lead time will be based upon the availability of the laminate material. Contact [info@ekitta.com](mailto:info@ekitta.com) for quote.

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### Painted Metal Finishes

Painted finishes are polyurethane enamel coating with superior durability and excellent impact resistance. Paint finish samples listed are considered standard finishes. All other paint finishes require a price quote from EKITTA.

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### Aluminum

The metal aluminum is a non-ferrous alloy that is light weight and resistant to corrosion. It can be finished to a natural silvery color or receive an anodized color. Anodizing is an oxidation process that is a permanent and integral part of the aluminum. Contact EKITTA for a price quote.

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### Stainless Steel

The metal stainless steel is an iron-base alloy containing chromium, which contributes to this material's resistance to corrosion. Depending on the addition of minerals to the alloy, stainless steel's tensile strength, toughness, and corrosion resistance can be enhanced. Stainless steel's finish is a natural silvery color that is very durable and easily maintained.

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# GENERAL Information

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## Door Hardware Specifications

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### Specifying

When ordering, please specify the following:

1. Quantity. All prices are for single units, not pairs
2. Product number
3. All metals and finishes for grip, standoffs and end caps, if applicable
4. Center-to-center dimension
5. Door type and thickness
6. Single or back-to-back mounting

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### Metal Finish Options

Refer to hardware style for metal options available for that style.

Stainless Steel Satin  
Aluminum Clear Anodized  
Aluminum Black Anodized

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### Leather Grip Options

Garrett Leather Chatham  
Black #650  
Garrett Woven Tubular Leather Square or Herringbone Pattern  
Natural  
Brandy  
Saddle  
Black  
Leather grip options are not recommended for high traffic areas or exterior use.  
For COL or other options, contact EKITTA.

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## Care and Maintenance

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### Stainless Steel

Stainless steel is an iron-base alloy containing chromium, which contributes to its resistance to corrosion; however, environmental conditions such as salt air will cause corrosion, but with proper care, stainless steel can maintain its finish for years. Wash stainless steel with soapy water, or a mild detergent or a standard stainless steel cleaner, thoroughly rinse with clean water and polish with a soft dry cloth.

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### Aluminum

Aluminum is a non-ferrous alloy that is light weight and resistant to corrosion. It can be finished to a natural silvery color or receive an anodized color. Anodizing is an oxidation process that is a permanent and integral part of the aluminum. Anodized finishes do not require special maintenance. Light scratches can be cleaned using a small amount of cleanser on a clean cloth with plenty of water.

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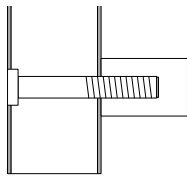
### Leather

Leather is a natural material; due to its characteristics, scratches and marks may appear on the surface over time. This appearance is the "character" of natural leather. To maintain the leather, gently dust surface area regularly with a soft, dry cloth. To clean, dampen a clean cloth with lukewarm water. Cleanse the entire area where stain occurred, working from the perimeter of the stain to the center. DO NOT use saddle soap, oil, abrasive, furniture polish, varnish or ammonia.

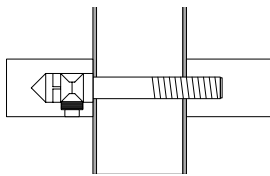
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## Mounting Options

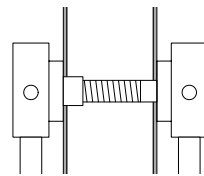
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**Single mount on wood or metal door for Loop, Point and Post hardware collections**  
1/2" diameter hole at center  
Finish end cap option, ADD \$60 net each



**Back to back mount on glass, wood or metal door for Loop, Point and Post hardware collections**  
1/2" diameter hole at center



**Back to back mount on glass, wood or metal door for Strap hardware collection**  
1/2" diameter hole at center

# GENERAL Information

## 3R Waste Recycling Specifications

### Specifying

When ordering, please specify the following:

1. Specify quantity.
2. Product number
3. Specify frame paint finish.
4. Select lid/label and configuration of lids from left to right.
5. Specify panel material.

Notes:

1. Waste/Recycling receptacles have an internal bag-holding system to secure plastic bag.
2. Waste/Recycling receptacles come with rigid plastic liner.
3. Planter option has aluminum container 10" deep. Custom dimensions requires quote.
4. Dimensions include 1/2" thick panels.

### Finish Options

#### Paint

Black	P10
White	P15
Charcoal	P20
Pewter	P30
Charcoal Metallic	P40
Silver Metallic	P55
Nickel Metallic	P70
Bronze Metallic	P80
Dark Bronze Metallic	P90

#### Plastic Laminate

Plastic laminate pricing is based on Wilsonart finish series -38 Fine Velvet and -60 Matte

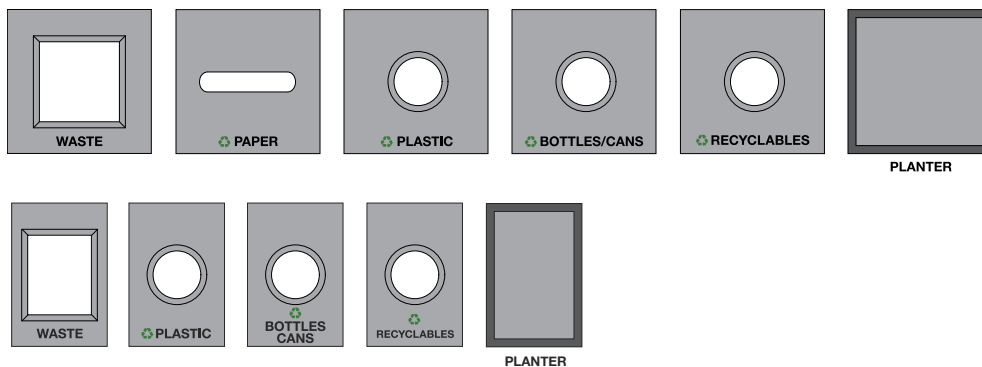
Other finishes and manufacturers requires quote.

#### Wood

Maple with clear finish	W10
Cherry with clear finish	W20
Medium Cherry stain	W30
Dark Cherry stain	W40
Walnut stain	W50

### Lid Options

#### Stainless Steel Lids Selection





# GENERAL Information

## 7R Waste Recycling Specifications

### Specifying

When ordering, please specify the following:

1. Specify quantity.
2. Product number.
3. Specify frame paint finish.
4. Select top/label and configuration from left to right.
5. Specify panel material.

Notes:

1. Waste/Recycling receptacles come with rigid plastic liner.
2. Planter option has aluminum container 10" deep. Custom dimensions requires quote.
3. Dimensions include 1/2" thick panels.

### Finish Options

#### Paint

Black	P10
White	P15
Charcoal	P20
Pewter	P30
Charcoal Metallic	P40
Silver Metallic	P55
Nickel Metallic	P70
Bronze Metallic	P80
Dark Bronze Metallic	P90

#### Plastic Laminate

Plastic laminate pricing is based on Wilsonart finish series -38 Fine Velvet and -60 Matte

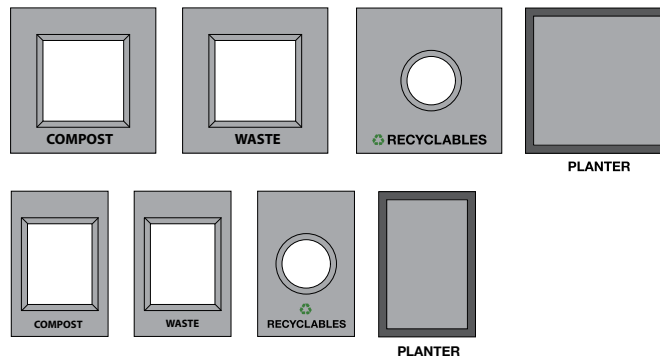
Other finishes and manufacturers requires quote.

#### Wood

Maple with clear finish	W10
Cherry with clear finish	W20
Medium Cherry stain	W30
Dark Cherry stain	W40
Walnut stain	W50

### Top Options

#### Stainless Steel Top Selection



# GENERAL Information

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## Environmental Awareness

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As industry leaders, it is our responsibility to advocate the protection and preservation of our environment. At Ekitta, we have an obligation to our clients, ourselves and the world community to promote recycling, reuse and responsibility in all policies and practices of our business.

For the manufacturing of our products, we are dedicated to the purchasing of metals from suppliers who are vested in recycling, channeling waste solvents through recovery companies and recycling all scrap metals. We strive to formulate finishes that maximize employee safety as well as minimize environmental impact. We are continuously on the lookout for the most up-to-date research and technology to improve our in-house recycling and reuse methods.

Ekitta metal products are 100% recyclable, and hand made in Austin, Texas, by skilled employees who take pride in fabricating a quality product. Each product is made to order with the finest craftsmanship and attention to detail, using materials supplied by companies located in the USA.

We owe Nature, in part, for our success and acknowledge this by striving to be environmentally sensitive in all aspects of our business.

### Recycled Materials

EKITTA planters of 100% aluminum are made of 42% post-consumer and 40% pre-consumer recycled content percentages. Request order-specific environmental features reports from [info@ekitta.com](mailto:info@ekitta.com).

Materials used by EKITTA in packing and crating average over 80% recycled content and are 98% recyclable. Effective packing methods and materials contribute to safe delivery reducing potential waste.

### Made in America

EKITTA designs and manufactures 100% of the products in America and engages suppliers located close to our own manufacturing facility minimizing the environmental impact of our products.