



# BRASS TACKS

## UPHOLSTERY SERVICES



### HOW TO ORDER & PAY

#### HOW TO ORDER

- Select goods required.
- Please use any codes available for the items you require. Giving a description, size and quantity required.
- Contact us with your requirements.
- Leave your contact number and we will confirm stock availability, your order cost, including the appropriate postage and packing charge.
- In all cases please give your Name, address, postcode and contact phone number.
- Once you are given order confirmation , please make payment as outlined below.

#### HOW TO PAY

All our prices are not subject to any V.A.T. You pay our price shown and any postage required.

You can pay by cheque made out to "Brass Tacks". Please allow 5 working days for the cheque to clear before we can dispatch the goods.

You can pay by credit or debit card over the phone, for goods that are to be posted.  
We take Visa Visa debit Visa electron Please insert symbols? Mastercard Maestro Solo

You can pay by credit or debit card in person, in our shop, for goods that you will collect.  
Cash and cheques also accepted in our shop. Payment for upholstery work is payable in cash or by cheque only.

#### DELIVERY

- Postal charges are for standard parcel delivery, normally of 3-4 days.
- Next day delivery can be arranged but is a much higher charge. P.O.A.
- Bulk items may incur a different scale of charge. P.O.A.
- Parcels will need a signature on delivery.