

TRANSFORMATION PUBLICATIONS

Updated Terms and Conditions

Ordering

- Transformation Publications prints according to orders received during the period **1 June - 30 October 2021**.
- Please email all orders to salesnoramel@mweb.co.za
- Minimum orders – 5 per grade
- For deliveries to take place in December 2021, all orders must be submitted **on/before** 30 October 2021.
- Additional orders may carry run-on costs at the printer and cannot be guaranteed.
- Please confirm your order has been received and that the details on it are correct.
- We require full company name and details, daytime physical address, contact person responsible for the order and their contact number. **Form must indicate when the school/business reopens in January 2022**, with the office hours and contact person. Only **complete order forms** will be accepted. **NO TELEPHONIC ORDERS WILL BE ACCEPTED.**
- A 50% **deposit** is required to secure your order.
- Transformation Publications prints quantities according to the orders received during the ordering season. **Cancellation** of orders before 01 September 2021. All cancellations thereafter forfeit the deposit to cover supplier costs.
- Prices and our terms of service are subject to change – kindly sign up for our **newsletter** to stay informed of the latest changes and updates. You can sign up at www.transpub.co.za

Deliveries

- Deliveries can commence in **December 2021**, barring any unforeseen delays, the deposit has been paid and provided the company's order form is correct.
- Courier fees apply on all orders. Kindly contact us for an estimate on shipping to your area.

Returns and faulty orders

- Transformation Publications accepts a maximum return of **5 books total** (excluding faulty books).
- Courier fees apply.
- No returns will be accepted after 01 April 2022.
- Incorrect orders, or faulty books must be reported to Transformation Publications 3 working days after delivery, otherwise the order will be deemed correct and additional amendments will be charged accordingly.

Payment

- Balance of payment due 30 days after invoice
- **Banking details are as follows:**
Transformation Publications
Nedbank, Randridge – Br. 151405
Acc: 1514 24 7798
- All books remain the property of Transformation Publications until payment has been received in full.
- All outstanding accounts will be handed over within 60 days after invoice.
- Account queries can be directed to Ketula on 082 789 7881 or salesnoramel@mweb.co.za

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- Due to the alarming frequency of plagiarism reports, we have decided to take strong action. We are offering a reward of up to R10,000 to anyone who is able to assist us with regard to information that leads to a successful conviction.
- By ordering our books you acknowledge that all the authors' rights are reserved, and that you and your establishment agrees to the terms and conditions laid out in this document.

Thank you for your ongoing support and please get in touch if we can assist in any way.
Ketula and Nora Melissakis