

## Information for Europe, Kelly Tillage System ordering process

Kelly Engineering is committed to providing quality products and service to our customers. We have recently reviewed our ordering process in all markets and ask that you note the updated information listed below.

Kelly Tillage System ordering process effective 1<sup>st</sup> July 2020.

- Kelly will ensure that available machine inventory information is made available to all Dealers.
- **All orders are to be received in writing**, via email or web portal. Any changes to an order must be made in writing - revised delivery date/ location or change of chain selection etc.
- **Orders submitted by email** must be lodged at sales@kellytillage.com to be actioned.
- **Machine orders are allocated as submitted**, according to the available inventory, as close to the requested dispatch date as possible.
- If there is no inventory available to meet the requested dispatch date, a revised dispatch date will be negotiated at the time of accepting the order and prior to order confirmation.
- Once an order is accepted, a pro-forma invoice will be issued to the Dealer.  
**Payment of a deposit is required within a specified time frame.**
- Dealers should note that **delivery dates are an estimate only** and should allow suitable leeway to allow for transport scheduling.
- **Transport for the machine** will be arranged by Kelly Engineering and invoiced to the Dealer.
- **Machines will be invoiced prior to dispatch.** Payment is required in full prior to dispatch of machine, unless otherwise negotiated.
- In the instance where there is an expected delay in production and Kelly cannot meet the original estimated dispatch dates by more than 10 days, Dealers will be notified of a revised date in writing as soon as possible.

If you should have any queries regarding any of the information provided above, please do not hesitate to contact the team at Kelly Engineering.



**Calvin Stead**  
Chief Executive Officer

