

# American Sign Co. Established 1974

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*31126 W. Eight Mile Rd.*

*Farmington Hills, MI 48336*

*Phone: (248) 478-8687*

*Fax: (248) 478-7390*

*americansignonline.com*

## Terms and Conditions

1. Sign posts are owned and maintained by this company. A sign post rental includes installation and removal. We will store and maintain your sign panels at no cost.
2. All phone, web, and fax installation orders must include simple directions relative to main cross streets. (Example N of, W of, etc.)
3. Please call the sign down before closing and instruct the sellers not to lock it in the garage or make it inaccessible.
4. We cannot be responsible for damage to underground utilities or sprinkler systems. If in doubt, please call Miss Dig or have property owner select the placement. Posts are often painted when installed. Beware of wet paint.
5. Agents are responsible for riders, boxes, etc., and should retrieve them before sign is removed. If they are left on the post, we will leave them at the property.

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Pricing - **\*\*Please call for current pricing.**

- A) Basic rental (6 months), renewable at that time
- B) Basic rental with personalized sign or credit card payment
- C) Six-month rental renewal
- D) Sign posts not recovered intact
- E) Repairs (not our fault), Refusals by homeowners, wasted trips (posts Locked in garage, wrong address, etc.), ordered delivery stops
- F) If a broker or his/her salesperson moves a post from one location to another
- G) Per Post Discount (computed by our office) for accounts paid in full at the time of billing

7. Rentals that go past 6 months will be automatically renewed and rebilled at that time.

8. One bill will be sent to each office. We do not invoice individual agents; however, we do accept individual credit card payments. Bills are sent out monthly and are due net cash upon receipt of invoice. Delinquent payment will cause an interruption in service. A pink copy of each work order is sent to you with your monthly bill. If kept, in expiration order, they will assist your office in maintaining a current record of all your signs.

9. Office hours: 9:00 a.m. to 12 p.m. and 1 p.m. to 5 p.m., Monday through Friday.

Thank you

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