

Ordering Procedure

- A) Approval offer
- B) Logos: all logos should be digital (cd,dvd, e-mail) in correct format such as .ai , .eps. For reproductions of special logos we charge an extra of 15€ per logo/text. Textiel Hélène can not be held responsible for the content of delivered texts and logos. Because of usage of various fabrics an colorchange can occur.
- C) A size series is delivered for a period of 2 weeks. If not returned, they will be invoiced.
- D) Orderconfirmation: After confirming the order, an advance of 50% is to be paid.
- E) Invoice: When confirmed the order, the correct invoicing data of the clubs and/or organisations must be submitted. The signing team carries end responsibility for intime paying for the sponsors. The payable balance will be charged at delivery of the goods.
- F) Delivery term is 6 to 8 weeks after confirmation (holiday period not included)
- G) Re-orders: You have the possibility to place re-orders. The prices remain, only an set up charge of 100€ is charged if total order amount is less than 500€
- H) Personalisation: Making longer, shorter, personalisation (name, number) is possible, an extra charge of 5€ is charged per item, handling.
- I) Designcost is invoiced after 3 months if no order is given.



Textiel Hélène bvba
tel. +32 (0)14 55 52 87
btw be 0422.135.288

• Brulens 8
• fax +32 (0)14 55 53 19
• KBC 733-0211467-37

• B - 2275 Gierle
• roger.reijnen@kipeo.be
• RPR Turnhout