



Recess Coffee
114 Boss Road
Syracuse, NY 13211

Recess Coffee Wholesale Agreement and Terms of Sale

Your submission of this Wholesale Agreement indicates that you agree to the following terms:

ORDERING

Orders can be placed by calling our wholesale office at (315) 928-4575, or by email to recessorder@gmail.com. Wholesale office hours are 9AM to 4PM Monday through Friday. Orders placed before 4PM Monday through Friday will be processed the same day. Any orders received outside of wholesale office hours will be processed on the next business day (Monday - Friday).

MINIMUM ORDER REQUIREMENTS

Recess Coffee does not have an order minimum. However, orders over 40 lbs receive free shipping via UPS.

PAYMENT TERMS/METHODS

Recess Coffee does not accept credit card payments at this time. Digital invoices will be sent to the email address on file via Freshbooks, and a paper copy will arrive with your order. Payment is due 15 days after arrival of order.

Checks can be mailed to: Recess Coffee
 114 Boss Rd.
 Syracuse, NY 13211

DELIVERY/SHIPPING

A delivery fee of \$0.30 per mile, round trip, applies to orders outside of the Syracuse City limits. Please speak with your account manager to determine whether your account will receive delivery or if your orders will be shipped. Shipping fees will be listed on the corresponding invoice. Orders over 40 lbs receive free shipping.

Wholesale Account: _____

Date: _____

Signature: _____