



# AIR DALLAS INSTRUMENTS, INC.

Sales - Service  
Class I, II, III, & IV  
EASA Approved  
Helicopter - Jet/Prop

## TERMS AND CONDITIONS FOR OUR CUSTOMERS

Air Dallas Instruments, Inc. has developed several different methods of paying to accommodate our customers. Please see the following methods available and pick the one that suits you the best.

Air Dallas accepts the following methods:

- 1) **Cash** ~ is always good!
- 2) **Credit Cards** ~ Please provide the following information on your credit card. Your account number, expiration date, security code, name on card & billing address.
  - **MasterCard**
  - **Visa**
  - **Discover**
  - **\*American Express**

**\*We ask that you please use American Express as your last resort because they charge us a higher rate for processing. Thank you**

- 3) **Wire transfer** ~ Please contact us for this information

**An extra \$30.00 is charged on top of the original balance. (Bank Fees)**

- 4) **Electronic Checks for COD customers at our facility** ~ you will fill out your check and we will run it through our check terminal and turn the check into an electronic transaction. The check will be given back to you after approval and stamped with an electronic conversion stamp.
- 5) **Check Verification for Shipping to COD customers** ~ you may e-mail or fax a copy of the check made out with the **correct amount** to **Air Dallas Instruments, Inc.** Or you may provide the following information by phone:
  - a. Your routing number
  - b. Checking account number
  - c. Check number
  - d. Total amount of check
  - e. Correct name on check
  - f. Address on check
  - g. The person or persons name that signed the check

Air Dallas will run the information with "**CrossChecks**" to get an authorization number. Have the check made out to **Air Dallas Instruments, Inc.** for the **correct amount** you will then put the authorization number on the check and **give the check to the driver when he delivers your C.O.D. shipment.** (NO EXCEPTIONS)

- 6) **Certified check or Money order** ~ Have the check made out to **Air Dallas Instruments, Inc.** for the **correct amount** then you may e-mail or fax a copy of the certified check or money order to Air Dallas for verification. **Give the check to the driver when he delivers your C.O.D. shipment.**
- 7) **Net 30 Days for open account customers.** Please remember if you are open with Air Dallas you must pay within your 30-day grace period.