



**FABRYKA NACZYŃ KAMIONKOWYCH  
"MANUFABRYKA"  
SMOLEŃSKI & ZWIERZ  
ul. Gdańska 30  
59-700 Bolesławiec  
NIP 694-000-51-08  
tel. +48 75 732 20 62  
fax +48 75 732 69 56  
e-mail: [info@polish-pottery.com.pl](mailto:info@polish-pottery.com.pl)  
Internet: [www.polish-pottery.com.pl](http://www.polish-pottery.com.pl)**

---

**REQUIREMENTS OF PLACING ORDERS AND SALE  
IN STONEWARE FACTORY "MANUFABRYKA" SP.J.  
SMOLEŃSKI & ZWIERZ in Bolesławiec, POLAND**

**Dear Sir or Madame**

Thank you for being interested in our products. We hope to have a chance to create a long and productive co-operation thus we would like to present the requirements of ordering and selling in our firm.

**OFFER**

FNK "MANUFABRYKA" Sp. j. offers to sale hand-formed and decorated by the use of stamping technique high quality pottery.

All our new products and patterns are presented on the attached CD-catalogue and on our web-side [www.polish-pottery.com.pl](http://www.polish-pottery.com.pl)

The choice of the pattern and the product can be separate, which means that every item is available in every pattern.

There is not any pattern and product limit in our firm.

## ORDERS

Orders can be placed by post, fax, e-mail,

Your signature is required under your order.

We accept orders worth minimum \$5000

There is no quantity limit.

Pre-payment is 40%.

FNK "MANUFAKTURA" accepts small orders worth less than USD 5000 only by on-line.

During 14 days since we have received your order we qualify or approve the nearest term of realisation.

Time of realisation depends on the size of the order and it takes about 3-4 months. The term of delivery will be longer to 6 month if the order will compose of first quality.

## PRICE-LIST

FNK. "MANUFAKTURA" price list is valid for one calendar year.

We inform about any changes of prices relatively early.

Orders placed before the date of changes will be calculated in old prices.

Customers have right to discount according to the table below.

<i><b>ORDER'S WORTH</b></i>	<i><b>DISCOUNT</b></i>
FROM USD 30 TO 50 000	10%
OVER USD 50 000	15%

**Discount of 2% will be applied to payments in cash or by wire transfer no later than 7 days of shipment departure.**

## TRANSPORT

All the transport costs are paid by the customer.

With orders worth over 5000 USD S.F. "MANUFAKTURA" pays the clearance costs.

## MARKS AND TICKETS

There is a trade-mark of FNK “MANUFAKTURA” on every stoneware product..

In particular case except for the trade-mark there is also the mark of the pattern creator. Every box has got a summary ticket with:

- the name of the customer,
- the name of the producer,
- the code of the product, the
- symbol of the pattern,
- the quantity of the item,
- the number of the box,
- the kind of product.

## PACKAGE

Our products are packed in a summary boxes according to S.F. “Manufaktura” standard of packing. With bigger quantity of boxes, they are put on the pallets for better protection of the products. Pallets meet the requirements of disinfection.

Products are protected from damage thanks to the foil, paper, cardboard separators and foil with air-bladder.

According to the wish of the client we can change our package system at an extra charge.

## QUALITY

We offer goods of high quality (I quality).

We reserve the right to execute the order in 80% of I quality and 20% of II quality products.

I quality products are the ones of the highest quality, utility and aesthetic value. They can be safely used in ovens, microwaves and dishwashers

Products of II quality have got small, little visible differences in shade, stamp location and small glaze decline but it has no influence on the result of all the decor composition and on the products' utility. They can also be safely used in ovens, microwaves and dishwashers.

We would like also inform you that there are possible +/- 3% differences in realization of your order.

## COMPLAINT

Complaints regarding possible technological damages are accepted by S. F. "Manufaktura" till two weeks from the time of obtainment products by you.

Complaints regarding transport should be made to the transport company.

## PAYMENT

In financial calculation the following payments are valid:

Pre-payment by bank transfer to the following bank:

Powszechna Kasa Oszczędności Bank Polski S.A. O. w Bolesławcu

Pl. Piłsudskiego 1  
59-700 Bolesławiec  
Polska

BIC/SWIFT CODE: BPKOPLPW

PL96 1020 2137 0000 9802 0135 1618- USD

Cash payment.

Another kind of payment agreed with FNK. "Manufaktura" earlier.

## EXPORT DOCUMENTS

Export invoice ex-works.

Any questions and doubts concerning our sale's offer, placing orders and realisations of them will be cleared immediately in our sale and marketing section.

You are warmly invited to co-operation with us.