

Reservation and fulfillment of orders

- ① - Booking Application Form shall be filled in.
Please print, scan and send by e-mail to: ekonams@ekonams.lv
- ② - Eko Nams LLC (EN) will send you Delivery Offer with one or several options of terms by e-mail within 3 working days. Since the project has not been developed for the moment, EN or Customers approximate estimates will be used as a basis of temporary price. The delivery address and configuration will be assessed as well.
- ③ - Customer has to print out Delivery Offer, note the selections, sign, put the date and send back to EN within 3 reserved working days. After these days EN is entitled to offer production time to others. In this case Notice of Cancellation will be sent, so the Customer can start process from the beginning.
- ④ - If Customer sends his selection, EN will issue Purchase Order and Proforma invoices accordingly. Although the term for issue of Purchase Order is not strictly defined, EN will not have the right to refuse reserved order. So Customer has to sign, scan and send it back within 3 working days. By signing the Purchase Order, Customer agrees to the EN internal rules:
- ⑤ - If the advance payment is not transferred into EN account within the scheduled time, at the end of 3rd working day of delay EN will send Notification reminding delay and eventual consequences. If the advance payment is still not transferred within following 3 working days, EN will issue Notice of Cancellation and the Customer has to start everything from the beginning. If any of the payments for existing deliveries are not made, it could be linked to the advance payments of coming orders, by adjusting terms or even cancelling their production.
- ⑥ - If drawings are not received in due time, their corrections and approval are not made in due time, as well as there is a delay with 2nd part of prepayment, EN is entitled to freely change the term of delivery at its own discretion. Important! At the end of the Technical project approval by Customer the amount of logs are specified exactly and Changes are executed by EN as an appendix to the Purchase Order.
- ⑦ - When the order is manufactured, irrespective of the condition of foundation or other readiness, EN aims to make delivery in the scheduled time. If the delivery is impossible, the Customer must refuse to accept the cargo in writing. Storage: first 7 days free of charge, then 90 EUR per each day. If EN delays the delivery, it will notify the Customer in advance, week ahead, setting the new term in writing, ensuring the fastest delivery.
- ⑧ - Payment procedure: 20+20% advance payments; 50% prior to delivery; 10% within 3 days after delivery. An offer for reliable business partners - last 50% within 3 days after delivery. If the Customer wishes to have Bank guaranties for advance payments, these expenses will be added to the total amount of Purchase Order. The bank guarantee will be free of charge only in the case if Customer provides bank guarantee for the remaining amount of the payments. EN reserves the rights to change prices regularly upon notification of business partners, also adjust payment conditions and consider other methods of payments.
- ⑨ - Customer can order approximate Calculations from the manufacturer, however only 5 calculations are free of charge to help with particularities of these estimations. Rates: 25 EUR for average-size house estimation; 15 EUR for small houses; 7 EUR for annexes. In order to facilitate Customer's work, EN offers calculation auxiliary application, i.e. module with instructions. See Calculator in the Projects section.
- ⑩ - Want to get into the production list skipping the line? Need an urgent execution of Order? It doesn't include only reimbursement for overtime and working time compensations for weekends or holidays. Still it is possible that EN will assess this opportunity as well as determine the amount of additional payment.