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## **TERMS AND CONDITIONS FOR INTERNATIONAL C.O.D. CUSTOMERS**

1. **Credit Cards** ~ please provide the following information on your credit card. Your account number, expiration date, security code, name on card & billing address.

**A 4% Convenience fee will be added to the total, if paying by credit card.**

- MasterCard
- Visa
- Discover
- American Express

2. **Wire transfer** ~ Instructions:

Bank Name: **J.P. Morgan Chase Bank**  
Bank Address: **925 W. Main  
Lewisville, Texas 75067**  
Swift Code: **CHASUS33**  
Routing number: **111000614**  
Account number: **32300101816**

**When paying by VIA wire transfer; customers will be charged on all invoice(s) an extra \$45.00 on top of the original balance due to wire transfer fees charged by your bank.**

***If paying several Invoices at once, you will only be charged a one-time transaction fee of \$45.00 for all Invoices paid together.***

### **MAILING ADDRESS**

811 OFFICE PARK CIRCLE – LEWISVILLE TEXAS 75057  
**MYRA HARRISON – ACCOUNTS RECEIVABLE MANAGER**  
972-221-7414 ext. 304 – FAX: 972-436-8114  
EMAIL: [myra@airdallas.com](mailto:myra@airdallas.com) – WEB: [www.airdallas.com](http://www.airdallas.com)