

# Bardot

## Apparel Suppliers Manual



## Approved Hanger Range



a division of



# 1. INTRODUCTION

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The Bardot range consists of two garment hangers. Both hangers can take the form of merchandise delivered hanging, in bags, or included with merchandise flat packed in cartons.

## **IMPORTANT NOTICE:**

To ensure integrity and consistency for Bardot from August 2009, all hangers **MUST** be purchased from TIC.

The hangers are the registered intellectual property of TIC, and as such, suppliers are not permitted to copy or reproduce these by any means.

## 2. ORDERING

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Bardot request that suppliers place orders by accessing the TIC website and following the prompts. To use the on-line ordering system, suppliers must be registered with TIC, and be issued with a password. All orders placed on-line will be automatically confirmed by return email. **All orders will be rounded up to the nearest full carton.**

### 2.1 Australia, New Zealand, Fiji, and Pacific Basin.

Orders can only be placed on-line by logging on to [www.ticgroup.com.au](http://www.ticgroup.com.au) and follow the prompts. All orders placed on-line will be automatically confirmed by return email.

Lead Times – all orders will be processed and dispatched within 3 business days.

Upon receipt of this package it is advised that Australian manufacturers and Australian based importers need to apply to TIC for a credit application form.

### 2.2 All Other Overseas

Orders should be placed on-line by logging on to [www.ticgroupasia.com](http://www.ticgroupasia.com) and follow the prompts. All orders placed on-line will be automatically confirmed by return email.

Lead Times: On receipt of all **approved Customs documentation** from the customs office, orders will be processed for despatch **within 5 working days.**

**Important Note for China only: Chinese Customs Documentation supporting the export of these hangers must be supplied to TIC before orders can be processed.**

## 3. CUSTOMS

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### 3.1 Australia Requirements:

Bardot should ensure that the hanger cost is shown separately on Import Invoices and as a separate entry on the Import Duty Warrant under tariff item 3924-90-00 at 5% duty. All apparel merchandise invoices must include a declaration as per the following example:

**Example:**

“The unit cost of hangers, of Chinese origin, included on order 1234567 is US\$0.15 each and this cost is included on the invoice cost per unit of the product.”

Bardot should ensure that the hanger cost (per unit) and hanger origin is shown on the invoice.

If you have any queries, please contact the TIC (Retail Accessories) office. We suggest that you also consult with your Customs Agent.

### 3.2 China

Upon receipt of orders at TIC, a fax, accompanied by a telephone call is made to the Suppliers, requesting a copy of their Customs Documentation.

From receipt of all Customs documentation goods are despatched within 5 business days.

### 3.3 Other Countries

For hangers imported into other countries it is the responsibility of the Importer to ensure correct customs procedures are followed. Freight, all associated shipping costs, duties etc. are the responsibility of suppliers when receiving good in “Other Countries.”

## 4. PAYMENT TERMS

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### 4.1 Australian Suppliers/Importers

- Suppliers who do not have a credit facility with TIC will be required to pay for goods prior to delivery. IE. Payment Pre Delivery (PPD).
- For a Trading Account/Credit. Suppliers must complete the Supplier Registration Form and submit to TIC (Refer to Appendix A). If credit is approved by TIC, terms of payment are 30 days from invoice.
- Subject to approval by TIC, where an Australian based importer requires delivery to their overseas manufacturer, the Australian based importer may receive trading terms of 30 days from invoice.

### 4.2 Other Overseas Agents and Manufacturers

- Overseas Agents and Manufacturers who supply Bardot's Importers will receive goods on a PPD (payment pre delivery) basis, unless a previous Application of Credit has been approved.

Note: If invoices are not paid within 30 days from the date of invoice, no further deliveries will be made.

When making payment – a remittance advice with full payment details is required.

**Suppliers please note that TIC banking details are clearly displayed on all TIC invoices.**

## 5. TIC GROUP CONTACT INFORMATION

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### **TIC Group – Melbourne Office (Head Office)**

214 Blackshaws Road  
Altona North VIC Australia 3025  
Telephone: (03) 9393 3737  
Toll Free: 1800 790 110  
Facsimile Number: (03) 9392 2332  
Email: [hangers@ticgroup.com.au](mailto:hangers@ticgroup.com.au)  
Web: [www.ticgroup.com.au](http://www.ticgroup.com.au)

All deliveries are ex TIC Melbourne National Warehouse.  
All invoices will be issued in AUD\$ currency.

### **TIC Group – Hong Kong Office**

Unit 3, 29/F Saxon Tower,  
7 Cheung Shun Street,  
Lai Chi Kok, KOWLOON,  
HONG KONG  
Telephone: (852) 2148 3685  
Facsimile Number: (852) 2148 3085  
Email: [hangers.hk@ticgroupasia.com](mailto:hangers.hk@ticgroupasia.com)  
Web: [www.ticgroupasia.com](http://www.ticgroupasia.com)

### **TIC Group–Ningbo Office (Represented by Ningbo Xunxing Trade Co Ltd)**





Block 3, No 15 Chuang Ye Da Dao  
West District of Free Trade Zone, Beilun  
Ningbo, China  
Telephone: 86 574 2687 3733  
Facsimile Number: 86 574 8682 3880  
Email: [hangers.cn@ticgroupasia.com](mailto:hangers.cn@ticgroupasia.com)  
Web: [www.ticgroupasia.com](http://www.ticgroupasia.com)

### **TIC Group–Shanghai Office**






Unit E, 17/Floor, Hengji Plaza  
No 99 East Huaihai Road  
Huangpu District  
Shanghai, 200021, China  
Telephone: 86 21 6386 0808  
Facsimile Number: 86 21 6386 9533  
Email: [hangers.cn@ticgroupasia.com](mailto:hangers.cn@ticgroupasia.com)  
Web: [www.ticgroupasia.com](http://www.ticgroupasia.com)

All invoices will be issued in US\$ currency.

## BARDOT HANGER SPECIFICATIONS

<b>HANGER IMAGE</b>	<b>CODE</b>	<b>DESCRIPTION</b>	<b>COLOUR</b>	<b>BOX QUANTITY</b>
	TUM41BGYBL	Adult Range 41cm Top Hanger with Metal Hook	Black	200
	BUM33BGYBL	Adult Range 33cm Adjustable Soft Clip Bottom Hanger with Metal Hook	Black	200
	TUM41BBLWH	Adult Range 41cm Top Hanger with Metal Hook	White	200
	BUM33BBLWH	Adult Range 33cm Adjustable Soft Clip Bottom Hanger with Metal Hook	White	200

## BARDOT HANGER SPECIFICATIONS

<u>HANGER IMAGE</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>COLOUR</u>	<u>BOX QUANTITY</u>
	4466BJBLWH	Junior Range 25cm Top Hanger with Metal Hook	White	900
	4471BJBLWH	Junior Range 30cm Top Hanger with Metal Hook	White	750
	4467BJBLWH	Junior Range 36cm Top Hanger with Metal Hook	White	600
	4464BJBLWH	Junior Range 21cm Bottom Hanger with Metal Hook	White	400
	4472BJBLWH	Junior Range 28cm Bottom Hanger with Metal Hook	White	288