

**WITCHERYMAN**

## **Apparel Suppliers Manual**



## **Approved Hanger Range**

**TIC GROUP**

# 1. INTRODUCTION

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The Witchery Man range consists of three garment hangers. All 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 Witchery Man 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.

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## 2. ORDERING

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Witchery Man 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 dispatch **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:

Witchery Man 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.”

Witchery Man 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's Agents and Manufactures who supply Witchery Man'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,  
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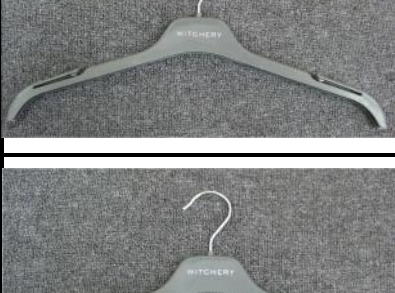

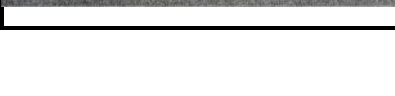
### **TIC Group–Ningbo Office (Represented by Ningbo Xunxing Trade Co Ltd)**

Block 3, No 15 Chuang Ye Da Dao  
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### **TIC Group–Shanghai Office**

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Web: [www.ticgroupasia.com](http://www.ticgroupasia.com)

All invoices will be issued in US\$ currency.

<b>WITCHERY HANGER SPECIFICATIONS</b>				
<u>HANGER IMAGE</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>COLOUR</u>	<u>BOX QUANTITY</u>
	TU03WMWHBR	Mens Top Hanger with Metal Hook	Brown	220
	JA208WWBR	Mens Jacket Hanger with Metal Hook	Brown	100
	5950NWWBR	Mens Bottom Hanger with Metal Hooks and Clips	Brown	100
	SU65WWBR	Mens Suit Hanger with Rubber Strap	Brown	30
	TU04WWHCG	Kids Top Hanger 380mm	Cool Grey 11 White Print	200
	TU05WWHCG	Kids Top Hanger 330mm	Cool Grey 11 White Print	200
	BU01WWHCG	Kids Adjustable Bottom Hanger 280mm	Cool Grey 11 White Print	200