

# NORFOLK TENT COMPANY

GSA Net Price List – April 2014



*Quality Tent Manufacturer Since 1907*



2633 Wyoming Avenue  
Norfolk, Virginia, 23513  
(800) 348 – 2749  
[www.norfolktents.com](http://www.norfolktents.com)

# General Services Administration Federal Supply Catalog and Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is <http://www.gsaadvantage.gov>

SCHEDULE TITLE: Federal Supply Schedule 078 - Sports, Promotional, Outdoor, Recreation, Trophies and Signs FSC Group: 78- Sports and More

CONTRACT NUMBER: GS-07F-0167M

CONTRACT PERIOD: FEBRUARY 1, 2012 - JANUARY 31, 2017

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [www.fss.gsa.gov](http://www.fss.gsa.gov)

**CONTRACTOR:**

Norfolk Tent Company, Inc.  
2633 Wyoming Avenue  
Norfolk, VA 23513  
Phone: (757) 461-7330  
Fax: (757) 461-7808  
Email: [lisa@norfolktents.com](mailto:lisa@norfolktents.com)  
Website: [www.norfolktents.com](http://www.norfolktents.com)

**CONTRACT ADMINISTRATION:**

Tim Trainor  
2633 Wyoming Avenue  
Norfolk, VA 23513  
Phone: (757) 461-7330  
Fax: (757) 461-7808  
Email: [tim@norfolktents.com](mailto:tim@norfolktents.com)

**BUSINESS CUSTOMER SIZE: SMALL/ MANUFACTURER  
INFORMATION:**

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN	DESCRIPTION
192 33a	Camping and Hiking Equipment

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:

SIN	MODEL	PRICE
192 33a	10 x 10 Party Frame Tent	914.00

2. MAXIMUM ORDER: 192-33a - \$500,000 and \$500,000 per order

\*If the best value selection places your order over the Maximum Order identified in this catalog/ price list, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

# General Services Administration Federal Supply Catalog and Price List

3. MINIMUM ORDER: \$1
4. GEOGRAPHIC COVERAGE: Domestic, 50 states, Washington DC, Puerto Rico, US Territories, and to a CONUS port or consolidation point for orders received from overseas activities.
5. POINT(S) OF PRODUCTION: Same as contractor
6. DISCOUNT FROM LIST PRICES: Prices herein are GSA net
7. QUANTITY DISCOUNT(S): NONE
8. PROMPT PAYMENT TERMS: NET 30
- 9a. Government Purchase Cards must be accepted below the micro-purchase threshold.
- 9b. Government Purchase Cards are accepted above the micro-purchase threshold: Contact contractor.
10. FOREIGN ITEMS: NONE
- 11a. TIME OF DELIVERY: Shipped 30 Days after receipt of order
- 11b. EXPEDITED DELIVERY: Contact the Contractor.
12. FOB POINT: Origin
- 13a. ORDERING ADDRESS: Same as contractor
- 13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on the Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. PAYMENT ADDRESS: Same as contractor
15. WARRANTY PROVISION: Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty.
16. EXPORT PACKING CHARGES: Not applicable
17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: Government purchase card accepted to \$10,000
18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR: N/A
19. TERMS AND CONDITIONS OF INSTALLATIONS: N/A
20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES: N/A
- 20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: N/A
21. LIST OF SERVICE AND DISTRIBUTION POINTS: N/A
22. LIST OF PARTICIPATING DEALERS: N/A
23. PREVENTIVE MAINTENANCE: N/A
- 24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES:
- 24b. Section 508 Compliant for EIT: N/A
25. DUNS NUMBER: 101523525
26. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE: Current Registration Status: Active in CCR, Registration valid until 10/22/2014

# General Services Administration Federal Supply Catalog and Price List

Norfolk Tent Company has been in continuous operation since our founding in 1907; and is still a family run business. We are one the United States oldest manufacturers of quality tents and fabric products. We manufacture a complete line of commercial, military and rental grade frame and traditional pole tents. Our frame tents range from 10' wide to 40' wide and feature unlimited lengths. Our traditional pole tents range from 15' wide to 100' with unlimited lengths. If you do not see the size you are looking for, we accept custom orders. All our manufacturing is done in our Norfolk, Virginia U.S.A. factory.

This year's addition to our catalog includes a line of shelter, outpost, and military tents. Norfolk Tent Company continues to produce the highest quality products possible. We invite you to compare our products with any manufacturer. We use fabrics specifically made for tents and tension structures from U.S. mills. All our products conform to state and federal fire regulations.

## STATISTICS:

Contractor: Norfolk Tent Company, Incorporated – A Virginia Corporation  
2633 Wyoming Avenue, Norfolk, VA 23513

Ownership: Family owned and operated since 1907. Norfolk Tent Company is a U.S. Small Business, GSA Contracted, and is a State of Virginia Certified Small and Woman Owned and Operated business.

GSA Number: GS-07F-0167M  
Effective: February 1, 2012 through January 31, 2017

Contacts: Lisa Trainor – [lisa@norfolktents.com](mailto:lisa@norfolktents.com) , (800) 348 – 2749 or (757) 461 – 7330; 2633 Wyoming Avenue, Norfolk, VA 23515

F.O.B.: Norfolk, VA

Minimum: None

Terms: Net 30 – Government Credit Card Accepted

Delivery: 30 Days After Receipt of Order, rush orders please call

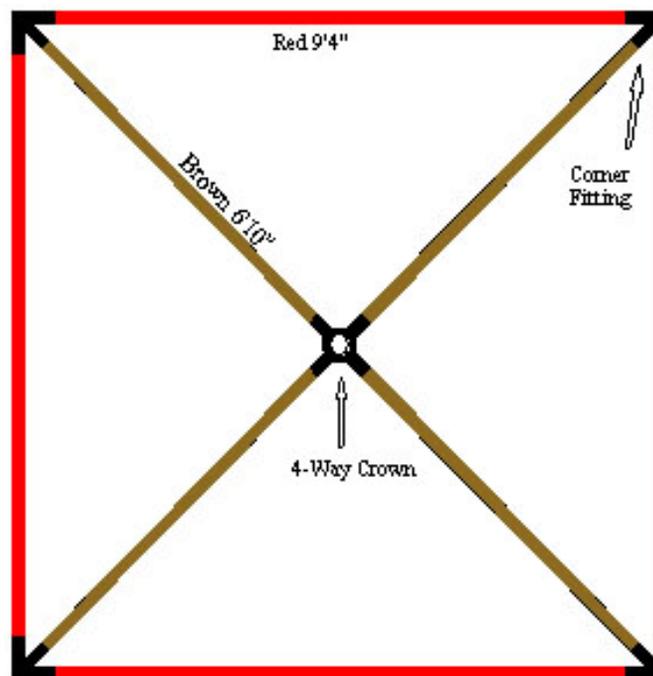
Shipping: Norfolk Tent Company ships worldwide from our Norfolk, Virginia factory. All prices are F.O.B. Norfolk, Virginia.

# Norfolk Tent Company – Frame Systems

Our company philosophy is to provide the best possible product to our clients. Our tents ship 'complete' with the following features;

- A rope, ground stake, and safety cap for each tent leg
- Color-coded frame pipes
- Powder coated fittings
- Integrated snap button frame connections
- Base plate feet for each tent leg
- Tent top
- Storage bags for all ropes and caps
- Color-coded bags for all frame pipes
- Storage bags for fittings
- Storage bags for tent tops and sidewalls

All frame pipes are color-coded for ease of assembly. Each tent is shipped with detailed instructions, diagrams and general care information. This is the frame diagram for our Flex Frame 10 x 10 tent.



All pipes are in color-coded storage bags. This 10 x 10 ships with: 1 red bag containing the four perimeter rails, 1 brown bag containing the rafters, 1 bag containing the tent legs, a bag for the tent fittings, and a storage bag for the tent top.

# Norfolk Tent Company – Party Frame Tents

These tents are perfect for everyday use! Our Party Frame Tent is rugged, attractive, and a snap to assemble and enjoy.

Tent tops are made from first quality 14oz and 16oz fabrics specifically manufactured for tent applications. All fabrics are UV and mildew resistant, and conform to state and federal fire regulations.

Tops are radio frequency welded to eliminate needle holes. Tops are reinforced with leather patches at the corners and with fabric patches at all ridges and crowns. The tops are fastened to the frame with non-rusting side release buckles attached to the bands with double layers and reinforcements.

The frame is made from 1.875" structural anodized aluminum. The fittings are made from structural anodized aluminum, hand finished and powder coated. We provide storage bags for everything and ship complete with everything ready to set up and enjoy.



Options: Sidewalls and Ratchet Tie Downs

Party Frame Tent Sizes:

10 x 10	12 x 12	15 x 15	20 x 20
10 x 15	12 x 24	15 x 20	20 x 30
10 x 20		15 x 25	
10 x 30		15 x 30	

## Norfolk Tent Company – Party Frame Tents

### Party Frame Tent – Prices:

	Top - 1pc	Frame	Complete
10 x 10	360	554	914
10 x 15	426	625	1,049
10 x 20	513	880	1,394
10 x 30	590	953	1,543
12 x 12	426	585	1,009
12 x 24	598	935	1,532
15 x 15	513	634	1,149
15 x 20	686	942	1,630
15 x 25	808	974	1,781
15 x 30	923	1,012	1,935
20 x 20	718	1,177	1,895
20 x 30	972	1,516	2,489

# Norfolk Tent Company – Flex Frame Tents

The Flex Frame Tent is our top of the line commercial tent renter's tent. The Flex Frame Tent pipes and fittings are interchangeable throughout the line of tents. Please visit our website [www.norfolktents.com](http://www.norfolktents.com) for the 'Flex Frame Tent System'.

Tent tops are made from first quality 14oz, 16oz and 18oz fabrics specifically manufactured for tent applications. All fabrics are UV and mildew resistant, and conform to state and federal fire regulations.

Tops are radio frequency welded to eliminate needle holes. Tops are reinforced with leather wear patches at the corners and with fabric patches at all ridges and crowns. The tops are fastened to the frame with non-rusting side release buckles attached to the bands with double layers and reinforcements.

The frame is made from 2" x .125" structural anodized aluminum. The fittings are made from structural steel and welded using our proprietary process, hand finished, and powder coated for durable performance. Ropes, stakes, safety caps and base feet are standard for each tent leg. We provide color coded storage bags for everything. These tents ship complete and ready to set up.



Options: Sidewalls, Ratchet Tie Downs, and Adjustable Legs

Flex Frame Tent Sizes:

10 x 10	12 x 12	15 x 15	20 x 20	30 x 30	40 x 40
10 x 15	12 x 24	15 x 20	20 x 30	30 x 40	40 x 50
10 x 20		15 x 25	20 x 40	30 x 50	40 x 60
10 x 30		15 x 30	20 x 50	30 x 60	40 x 80
		15 x 10 Mid	20 x 10 Mid	30 x 10 Mid	40 x 20 Mid

Norfolk Tent Company – Since 1907

(800) 348 – 2749/ info @norfolktents.com

# Norfolk Tent Company – Flex Frame Tents

## Flex Frame Tent Prices:

### One Piece Tops

	Top - 1pc	Frame	Complete
10 x 10	360	655	1,015
10 x 15	426	738	1,162
10 x 20	513	1,037	1,548
10 x 30	590	1,146	1,736
12 x 12	426	704	1,129
12 x 24	598	1,103	1,701
15 x 15	513	781	1,294
15 x 20	686	1,124	1,811
15 x 25	808	1,179	1,986
15 x 30	923	1,233	2,156
20 x 20	718	1,327	2,045
20 x 30	972	1,746	2,718
20 x 40	1,180	2,123	3,304
30 x 30	1,289	2,386	3,676

### Multi Piece Tops

20 x 20	841	1,326	2,166
20 x 30	1,186	1,747	2,933
20 x 40	1,565	2,124	3,689
20 x 50	1,950	2,453	4,403
20 x 10 Mid	385	306	691
30 x 30	1,381	2,386	3,767
30 x 40	1,834	2,883	4,717
30 x 50	2,347	3,314	5,661
30 x 60	2,774	3,740	6,514
30 x 10 Mid	418	431	851
40 x 40	2,037	3,928	5,965
40 x 50	2,577	4,406	6,983
40 x 60	3,035	5,191	8,227
40 x 80	3,934	6,518	10,452
40 x 100	4,851	7,844	12,696
40 x 20 Mid	952	1,394	2,345

## Norfolk Tent Company – Flex Frame Walkways

Norfolk Tent Company offers two walkway tent options, both of which are in our Flex Frame System; the Flex Frame Walkway and the Flex Frame Marquis Walkway. The Flex Frame Walkway is a traditional hip roof frame, while the Flex Frame Marquis is an A-Frame design. Both systems share the Flex Frame pipe system and fittings. Both versions have 10' and 12' widths with unlimited lengths.



# Norfolk Tent Company – Flex Frame Walkways

## Flex Frame Walkway Sizes and Prices:

	Top	Frame	Complete
10 x 20 2pc	546	1,038	1,584
10 x 30 2pc	715	1,163	1,878
10 x 10 Mid	196	354	550
10 x 15 Mid	245	406	651
10 x 20 Mid	338	712	1,051
12 x 24 2pc	612	1,183	1,795
12 x 12 Mid	252	395	647
12 x 24 Mid	437	790	1,227

## Flex Frame Marquis Sizes and Prices:

	Top	Frame	Complete
10 x 10	311	588	899
10 x 10 Mid	202	339	541
10 x 15 Mid	268	394	661
10 x 20 Mid	328	678	1,006
12 x 12	333	619	951
12 x 12 Mid	257	366	623
12 x 24 Mid	404	738	1,142
10 x 10 Caps	110		110
12 x 12 Caps	126		126

## Norfolk Tent Company – Traditional Pole Tents

Our Traditional Pole Tent is our top of the line commercial tent renter's pole tent. Tent tops are made from 14oz, 16oz and 18oz fabrics specifically designed for tension tents. The fabrics are UV and mildew resistant, and conform to state and federal fire regulations. All eave reinforcements and guy ropes are hand spliced into the tent. A stainless steel aircraft cable is sewn into the four hip lines and across the ridge lines. Each corner, quarter, and center pole hole consists of a custom steel plate or hand leathered welded ring. Jump lines are at every pole.

All Traditional Pole Tents ship complete with all ropes, stakes, safety caps, and guy ropes required. Then storage bags are provided for all tent tops and sidewalls.

Options: Sidewalls, aluminum side and center poles, and ratchet tie down systems.



Traditional Pole Tent Sizes:

20 x 20	30 x 30	40 x 40	50 x 50	60 x 60	80 Wides	100 Wides
20 x 30	30 x 45	40 x 60	50 x 75	60 x 90		
20 x 40	30 x 60	40 x 80	50 x 100	60 x 120		
20 x 10 Mid	30 x 15 Mid	40 x 100	50 x 25 Mid	60 x 30 Mid		
20 x 20 Mid		40 x 20 Mid				

## Norfolk Tent Company – Traditional Pole Tents

### Traditional Pole Tent Prices:

	Multi Pc Top	Poles, Stakes, Caps	Complete
20 x 20	1,326	442	1,768
20 x 30	1,884	640	2,523
20 x 40	2,528	841	3,369
20 x 10 Mid	645	202	847
20 x 20 Mid	945	399	1,344
30 x 30	2,325	824	3,150
30 x 45	3,293	1,184	4,477
30 x 60	4,264	1,551	5,815
30 x 15 Mid	972	366	1,338
40 x 40	3,822	1,169	4,991
40 x 60	5,630	1,670	7,300
40 x 80	7,447	2,173	9,621
40 x 100	9,708	2,670	12,378
40 x 20 Mid	1,906	502	2,409
50 x 50	5,533	2,348	7,901
50 x 75	8,567	2,915	11,482
50 x 100	11,575	3,489	15,064
50 x 25 Mid	3,009	568	3,577
60 x 60	7,857	3,407	11,264
60 x 90	12,422	5,034	17,455
60 x 120	16,217	6,661	22,877
60 x 30 Mid	3,910	1,627	5,537

## Norfolk Tent Company – Over The Counter Canopies

These canopy tents are perfect for the over the counter market. They are easy to transport and set up. But don't be fooled, these canopies are designed with the commercial tent renter in mind.

We use first quality 14oz and 16oz fabrics specifically designed for tension tents. The fabrics are UV and mildew resistant, and meet state and federal fire regulations. All connections between the fabric and the poles are reinforced with leather patches for strength and abrasion resistance. Jump lines are provided for all poles. Guy ropes are hand spliced into the tent tops. The side and center poles are multi piece aluminum and break down for transportation. These canopies ship complete with stakes and guy ropes, storage bags for all tent tops, and storage bags for side and center poles.

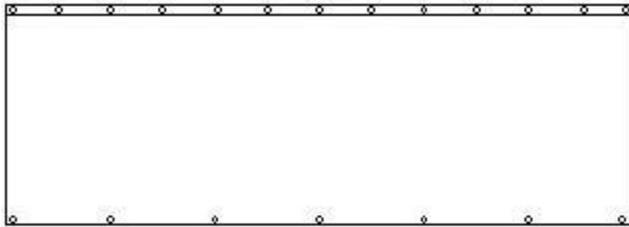


### Canopy Sizes and Prices:

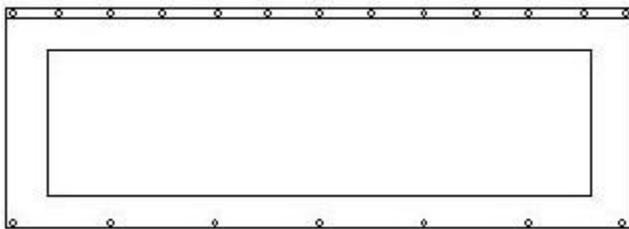
	Top - 1pc	Poles & Stakes	Complete
15 x 15	568	407	975
20 x 20	721	428	1,149
20 x 30	994	634	1,628
20 x 40	1,267	695	1,963

## Norfolk Tent Company – Sidewalls

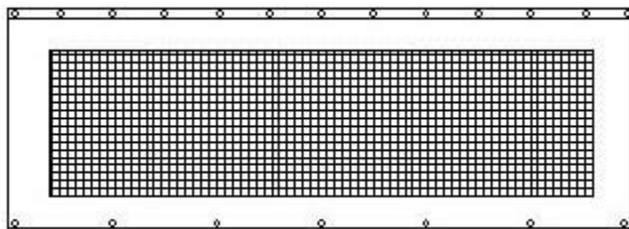
Norfolk Tent Company sidewalls feature a 1' overlap and are secured with stainless hardware for durable performance. Wall sections overlap and snap together with rustproof side release buckles for weather tight performance. Sidewalls of different heights and styles are compatible for easy style and elevation changes. Top edges are reinforced with 1" webbing and grommets are installed along the bottoms for securing. All buckles are reinforced with multiple layers. All fabrics are UV and mildew resistant, and meet state and federal fire codes.



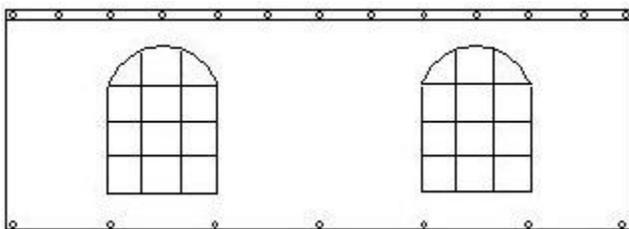
Our Solid Sidewall is made with first quality fabrics. Sidewalls are available in white, blackout, and colors.



Our Picture Window Sidewall is made with a border of solid vinyl for durability. The window is 5' tall seamless 16 gauge vinyl.



Our Mesh Sidewall or Insect Screen Sidewall is made with a border of solid vinyl for durability. The panel is 5' tall seamless vinyl mesh or fiberglass insect screen.



Our Cathedral Window Sidewall is made using a solid vinyl border. Windows are placed according to customer specifications. The window stripes are permanent and cannot be removed or scratched.

## Norfolk Tent Company – Sidewalls

Tent Sidewall (Solid and Cathedral Window) Sizes and Prices:

7 x 10	76	8 x 10	88
7 x 15	105	8 x 15	117
7 x 20	117	8 x 20	140
7 x 30	157	8 x 30	187
7 x 40	193	8 x 40	233
Cathedral Window	50	Cathedral Window	50

Tent Sidewall (Picture Window, Mesh, Insect Screen and Blockout) Sizes and Prices:

	7' Picture Window or Mesh		8' Picture Window or Mesh
7 x 10	84	8 x 10	97
7 x 15	116	8 x 15	128
7 x 20	128	8 x 20	153
7 x 30	172	8 x 30	206
7 x 40	212	8 x 40	256

## Norfolk Tent Company – Force Protection Tents

The Force Protection Tent is a rugged outpost against the weather. Originally designed to protect US Navy sailors from the elements during security operations, these units provide excellent weather protection, wind resistance, and utility year round. These tents feature heavy duty 18oz coated tent fabrics and sidewalls with integrated zipper doors. The framework consists of structural grade aluminum and powder coated steel joint fittings. The frame consists of both a primary frame and reinforcing secondary frame for great performance in poor weather conditions. These units are ideal for portable command shelters, security shelters, emergency outposts or any application that requires more than a recreation or tent renter's tent. All units assemble without tools and are easily transported and stowed. Each unit features:

- Primary and Secondary Frames
- Ratchet Tie Down Systems
- Heavy Duty Cover
- Complete Sidewalls and Integrated Doors
- Storage Bags for Everything

	Complete
8 x 8	2,020
10 x 10	2,043
10 x 15	2,324
10 x 20	2,947
12 x 12	2,330
12 x 24	3,321
15 x 15	2,564
15 x 20	3,351
15 x 30	3,909
20 x 20	3,826

## Norfolk Tent Company – Logos and Printing

These are some of the logos that we have made for our customers. These are placed either on the tent top or on the valance. The cost varies with the number, size, and complexity of the logo.



## Heavy Duty Shelter Tents – GSA Net Prices

Our Heavy Duty Shelter Tents are military quality tents. They are designed to provide shelter for 20 – 30 people. These may be installed on the ground or on a platform. Heavy Duty Shelter Tents may also be used for disaster and emergency relief, refugee housing, or temporary work areas. The tents use a simple pole system with aluminum side and center poles. The tents have an integrated waterproof floor. Each side has large sealable windows with integrated insect screening. The front and back panels have large screened vents for maximum airflow. All vents and windows may be sealed. The front, rear, left and right sides have an overhanging ‘fly’ for additional protection and will allow the vents to be open during inclement weather.

We use durable military spec fabrics. All the fabrics are mildew resistant, flame retardant, and watertight. All seams are made by radio frequency welding to eliminate needle holes. These tents ship complete with all parts, ropes, stakes, and safety caps required to properly set up the tent.

	Complete
15 x 20	2,506
15 x 30	2,817

## Replacement Parts and Accessories – GSA Net Prices

### Party Frame Tents – Replacement Parts:

Corner	48	6 Way Crown	75
T Fitting	40	8 Way Crown	83
3 Way Crown	41	Ridge Crown	41
4 Way Crown	44		
Rafter 4' 4"	10	Eave/ Rafter 10' 7.5"	22
Rafter 5' 0"	11	Eave 11' 4"	23
Rafter 6' 10"	16	Eave/ Rafter 14' 5"	29
Rafter 8' 5"	18	Regular Leg w/ foot	25
Eave/ Ridge 9' 4"	19		

### Flex Frame Tents – Replacement Parts:

Corner	49	Ridge Crown	56
T Fitting	39	30' Wide Hand	49
4 Way T	56	40' Wide Hand	69
5 Way T	69	40' Wide Slider	42
3 Way Crown	44	30' Cable	15
4 Way Crown	49	40' Cable	19
6 Way Crown	74	Internal Brace Pair	113
8 Way Crown	84	Adjustable Leg	29
Gray 4' 4"	19	Blue 10' 7 1/2"	43
Orange 5' 0"	21	Green 14' 5"	58
Brown 6' 10"	29	Yellow 16' 2"	64
White 7' 9 1/2"	32	Black 21' 11"	86
Red 9' 4"	39	Regular Leg	40

## Replacement Parts and Accessories – GSA Net Prices

### Replacement Parts and Miscellaneous Products

Side Poles		Center Poles	
2.5" x 2.5" x 7' Round	25	10' 2pc Alum OTC	77
2.5" x 2.5" x 8' Round	27	12' 2pc Alum OTC	87
2" x 7' Aluminum 1pc	61		
2" x 8' Aluminum 1pc	64		
7' OTC Aluminum 2pc	50		
8' OTC Aluminum 2pc	51		

Miscellaneous Items			
1" Ratchet Tie Down	25	20' Wide Tent Bag	23
2" Ratchet Tie Down	45	30' Wide Tent Bag	23
1" Large Tent Stake	19	40' Wide Tent Bag	35
3/4" Small Tent Stake	17	Frame Pipe Bag	43
Large Safety Cap	2	Barrel Cover	31
Tent Repair Kit	38	Rain Gutter per foot	3
Water Barrel	31		

# Terms and Conditions

## LIMITED WARRANTY

Norfolk Tent Company warrants our tent products to be free from defects in materials and workmanship. If upon receipt of your order you feel that such a condition exists, contact Norfolk Tent Company immediately, prior to use or installation, for a return authorization. If, after our inspection, we find our product to be defective, Norfolk Tent Company will bear all normal transportation expenses and complete all repairs at no cost to the original customer. Norfolk Tent Company in its sole discretion determines if a warranty repair is necessary. Norfolk Tent Company is not responsible for damages incurred in shipping, weather related damage, damage caused by use or installation, or damage resulting from tent washing machines.

## REMEDY

AT THE SOLE DISCRETION OF NORFOLK TENT COMPANY BUYERS SOLE REMEDY AGAINST NORFOLK TENT COMPANY FOR DEFECTIVE OR NONCONFORMING GOODS IS FOR REPAIR OR REPLACEMENT OF DEFECTIVE PARTS. NO OTHER WARRANTIES ARE CONVEYED. BUYER SHALL DETERMINE SUITABILITY OF THE PRODUCT FOR THE INTENDED USE AND ASSUMES ALL RISK AND LIABILITY FROM USE OF PRODUCT.

## GENERAL TERMS AND CONDITIONS

- All prices are subject to revisions and changes. Please call us prior to placing orders for an accurate quote.
- All shipments are F.O.B. Norfolk, VA unless otherwise noted.
- We will ship using our regular distribution channels unless otherwise noted. Buyer is responsible for all shipping charges.
- Unless the buyer has approved credit and an account in good standing, our terms are 50% deposit and 50% (remaining balance) before shipping. Special orders require a non-refundable advance payment. Orders for products made to buyer specifications cannot be cancelled once materials have been ordered or production has begun. Orders may be cancelled or returned only with prior written consent of Norfolk Tent Company. All returned items must be in their original unused condition and in the original packaging. A 25% restocking fee will apply to all returned goods.
- Terms are stated on our quotes and invoices. If payments are not made in a timely manner, a monthly finance charge will be applied to all overdue amounts.

### CLEANING AND REPAIRS

Norfolk Tent will repair all brands and styles of tents. We will provide a repair estimate free of charge. We will not begin work without prior approval. Norfolk Tent may refuse repair work during our peak production seasons. All items presented for repair must be very clean and very dry. Items that are not very clean and very dry will be returned.

### CAUTION

Norfolk Tent Company products are designed for temporary protection from sun, light rain, and light wind. For the safety of occupants good judgment must be used. Norfolk Tent Company requires that all occupants be evacuated in the event of threatening or severe weather or if there is doubt concerning the integrity of the tent.

The tent installer is responsible for the safe installation of all Norfolk Tent Company products. In some cases extra ground stakes and anchoring may be necessary due to soil or exposure conditions. The installer is responsible for site evaluation, proper installation, maintenance, and adequate anchoring of tents.