**BGPM Terms and Conditions**

**General:** As a supplier to BG Precision Machine, Inc, your organization agrees to the following terms and conditions. These requirements are the terms and conditions for all purchases.

1. When required on the Purchase Order from BG Precision Machine, (BGPM), suppliers must use our customer-approved special process providers. This will be communicated in advance or on the individual Purchase Order.
2. In the event of nonconforming material, BGPM must be contacted. Arrangements for the approval of supplier nonconforming material must be as directed by BGPM.
3. Suppliers are required to contact BGPM to inform of any changes to a product or process. Approval must be obtained from an authorized BGPM agent.
4. Documented information such as Test Reports, Material Certs., and / or Certificates of Conformity shall accompany all orders.
5. BGPM, their customers, and regulatory authorities retain the right of access to all supplier facilities involved in an aerospace order. This includes access to all associated records.
6. Inspection activities are performed by BGPM employees to ensure that purchased product meets purchase requirements. They may include but are not limited to the following
	* Receiving inspections performed by BGPM, Verification of Authenticity of the appropriate certificate of conformity, material certificates, etc. and other accompanying documentation by review and comparison. Semi-Annually BGPM will contact a third-party to verify Certificates of Conformity.
	* All incoming finished parts must be boxed or protected during shipping. BGPM retains the right to refuse any shipment because of damage that may occur because of improper packaging, etc. and return it to the supplier for replacement at the supplier’s cost.
7. Furthermore, products are inspected to ensure they meet requirements and the results are recorded. All special processes will require a Certificate of Conformity.
8. To prevent the purchase of counterfeit products, BGPM will institute controls that include the requirement of Material Certificates, Certificates of Conformity, or other supporting documentation from its suppliers. These requirements will be specified on the Purchase Order from BGPM.
9. The supplier shall immediately notify BGPM of any circumstances which may delay the timely performance of the Purchase Order and shall continue to notify BGPM of any significant changes in the delivery status.
10. Failure to comply with the BGPM Terms and Conditions could result in the following actions; withholding payment until the issue is resolved, removal of the supplier from the BGPM Approved Supplier List, and legal action.