



PROCEDURE FOR ORDER COLLECTION & FOR INSTRUCTING A COURIER SERVICE

Procedure for Order Collection

AMP is offering its international customers within the EC the opportunity to collect orders in Brussels.

In order to arrange an order for collection please follow these steps:

1. Decide which items and quantities you would like to purchase.
 2. The invoice will detail the collection address of our partner.
 3. Arrange for payment by the due date by bank transfer and prior to the collection.
 4. Inform Customer Service when you wish to collect with at least five working days in advance.
 5. Bring ID when collecting goods.
 6. Collect the goods on the agreed date.
- Please do not make any travel arrangements before we have confirmed a collection date.
 - Orders cannot be increased in Brussels. You can only collect what was previously ordered and paid for.
 - Risk passes over to you as soon as the goods are handed over. We accept no responsibility for losses or damages in transit.
 - The buyer is responsible for any taxes, duties which are due after the goods are handed over.