

# Ordering from Prescription Tillage Technology LLC. Protocol

## Information to collect

<b>Personal</b>	Name	Address	Phone #	Email
<b>Equipment</b>	Make	Model	Year	Application

## Starting the Purchase Order

- Verify part number to fit customers application and equipment using attached blade sheet.
- Open word document template (PTT P.O Temp)
- Input all customer fields as shown below in the highlighted text

**PRESCRIPTION TILLAGE TECHNOLOGY LLC**  
**PURCHASE ORDER**  
 Date: March 6, 2018  
 Purchase Order # [000]

Prescription Tillage Technology LLC  
 103 S Broadway Street  
 Red Oak, IA 51566  
 Phone [712-303-7550]  
 E-mail [pttsti@hotmail.com]

**PURCHASER:** NAME, STREET ADDRESS, CITY, STATE, ZIP, PHONE, EMAIL  
**SHIP TO:** Name, Street address, City, state, zip, Phone, Email

- Insert (Shipping Method confirmed with customer)
- Insert (Shipping Terms confirmed with customer)

SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE
Local Pickup / LTL	FOB / COD	

- Delivery date will be set by Prescription Tillage Technology LLC once P.O is, received/Verified/ and 50% deposit has been made.

**NOTE: If down payment is not made after 15 days of P.O submission the purchase order is subject to blade allocation or cancellation at Prescription Tillage Technology LLC. Discretion.**

- Enter the correct (Quantity/Part #/Description/Unit Price/And Line Total)

QUANTITY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
50	STP111475004022R	STP Disc Assembly 14.75"x4MM 5/8" RH	75.00	3,750.00
50	STP111475004022L	STP Disc Assembly 14.75"x4MM 5/8" LH	75.00	3,750.00

- There are no discounts Reflected on the Purchase Order. Prescription Tillage Technology LLC. Will assign a discount if applicable at the time of invoicing.
- Total all the lines on the P.O confirming your math is correct.
- Next Submit your P.O to [sales@prescriptiontillagetechnology.com](mailto:sales@prescriptiontillagetechnology.com)
- Prescription Tillage Technology LLC. Will then Approve the Purchase Order and submit it to processing.



- Note: Once a Purchase order has been submitted and approved it **WILL NOT** be modified. You must make a new purchase order for additional parts. If you wish to remove parts from the purchase order you must immediately notify Prescription Tillage Technology and P.O will be cancelled (If Prescription Tillage Technology has already started processing on the Purchase order you wish to cancel, you will be held responsible for processing and product cost).
- If P.O is not filled out fully with all required fields above it will be subject to rejection.
- If P.O contains less than 100 parts, it is highly recommended to have customer purchase from a dealer or distributor as there will be a minimum. If customer purchases less, then 100 parts direct from Prescription Tillage Technology the customer WILL PAY full retail price and WILL BE charged a \$125.00 Pallet Fee NON NEGOTIABLE.