

Dear Customer,

We have collected information about how you want your lift configured and delivered. If you were to place your order right now then you would receive an Order Confirmation that contains the same information that is in the Sample Order Confirmation below. Please review the Sample Order Confirmation to make sure that everything is correct and in agreement with your wishes.

----- SAMPLE ORDER CONFIRMATION -----

Thank you for your order!

We look forward to helping you improve the mobility and quality of life of you and those you love!

It is important that you review the details of your order for accuracy. Let us know as soon as possible if anything below is incorrect. Neither of us want to make any mistakes on something this important!

This document contains important lift information, use limitations and warnings. It is crucial that the purchaser below shares this document with lift user(s).

Note: A blank answer for a "Yes/No" question means "No". "TBD" means "To Be Determined". "NA" means "Not Applicable". "RTL" means "Right Side To Left Side" and "FTB" means "Front Side To Back (Column) Side".

Target Ship Date: **TBD**  
Ship Date Notes:  
Station (Landing) Height: **24.0"**  
Ceiling Height: **TBD**  
Ceiling Height Notes:  
Installation Environment: **Garage**  
Deal Description:

Gate Configurations (as you face the lift's platform front from the outside and the column is in the back):

Left Side: **Left Gate, Hinged on Column Side**  
Left Side Details: **Toe Curb Only**  
Left Side Bridge: **3" Bridge**  
Right Side: **Right Gate, Hinged on Non-Column Side**  
Right Side Details: **Toe Curb Only**  
Right Side Bridge: **3" Bridge**  
Front Side Details: **None**  
Front Gate: **Permanent Front Railing**  
Front Gate Width: **NA**

Front Gate Location: **NA**  
Front Gate Hinging: **NA**  
Front Gate Bridge: **NA**  
Front Gate Needs Extra Ramp: **No**  
Back Side Details: **None**

Right Or Left Gate Threshold Ramp: **A 16" End Side Ramp**  
Platform Weight Capacity: **500 lbs**  
Lift Coating/Paint (Except Lift Column): **Gloss Black (Standard)**  
Lift Column/Coating Type: **Standard Lift Column**  
Fastener Type: **Standard**  
Motor Type: **1500 lbs w/ Tethered Controller**  
Attachable Wheels: **Yes**  
Safety System: **SRL**  
Canopy Frame: **No**  
Chassis Depth (FTB): **36"**  
Chassis Width (RTL): **46"**  
Restricted Depth (FTB): **40**  
Restricted Width (RTL): **50**  
Chassis/Platform Notes:  
Installation Notes:

Make your lift taller, reaching up to 18 feet of station height.  
Lift Base Type: **Base with Arms**

If your lift's station height is over 4 feet or has an armless base then you must brace the upper part of the column. There are several ways to do this. We can explain the options.  
Bracing: **None/NA**  
Bracing Notes:

You can upgrade the single tethered controller to multiple wireless remote controllers - one for each landing. Like the tethered controller, a button must be held down to call the lift.  
Wireless Station Call Buttons: **No**

Note that if you purchase a Battery Backup system or a DC Motor, you must supply the battery.

Production Notes:  
Production Priority: **Standard** (Note that this is Production Priority, which is different from any shipping transit time guarantee)

Drawings Of Customizations Approved By Customer: **No**

Customer:  
Billing C/O:  
Billing Address:  
Billing City:  
Billing State/Region:  
Billing Postal Code:  
Phone Number:  
Secondary Phone Number:  
Email Address:  
Shipping Contact Name:  
Shipping Contact Phone:  
Shipping C/O:  
Shipping Address:  
Shipping City:  
Shipping State/Region:  
Shipping Postal Code:

Ship Via: **Commercial Carrier**  
Ship Condition: **Assembled**  
Ship Packaging: **On A Regular Pallet**  
Shipping Destination Type: **Residential or non-commercial**  
Liftgate Required: **Yes**  
Dead End Road: **NA**  
Road Limitations: **Not Asked**  
Gated or Trailer Community: **Not Asked**  
Alternative Location Pickup: **No**  
Gravel Or Dirt Road Travel Distance (ft): **0**  
Inside Delivery Required: **No**  
Client Will Assist Courier With Load: **NA**  
Install Site Is Accessible: **Yes**

Shipping Notes:

**Important Notes on Shipping:**

**If you plan to use your own forklift:** Some freight carriers insist on **always charging you a lift gate fee if your delivery is in a residential area**, regardless of whether or not you use your own forklift and regardless of whether or not the delivery site is a business. This determination is made solely at their discretion. If this happens, you will be responsible for this fee.

**If the route to your delivery location restricts the size or type of delivery vehicles then you must let us know before you place your order.** If we cannot contract a common commercial freight company to deliver to your location using the type of vehicle you specified then you will become responsible for the final leg of the delivery and any additional shipping costs that result. Please know that even if you observe trucks driving down your street, **shoulder-less roads, blind curves and other factors may still make it impossible for those trucks to safely stop at your location and unload your lift.**

Your Delivery Location Is Accessible By What Type Of Vehicle? **TBD**

If your lift is being shipped to you via Commercial Carrier it is important to note that this is a roadside service. Once your lift arrives at the shipping company's destination terminal, a representative from the shipping company will contact you to discuss the final delivery date/time. The lift will then be delivered by commercial truck that, due to liability restrictions, will not be allowed to enter your driveway. The carrier will unload your lift on your property at the end of your driveway.

Once the pallet is delivered the individual pieces can be taken off of the pallet and moved one at a time to the installation location.

(For Virginia State residential customers only: You are probably exempt from sales tax on this purchase. See this online form:

<https://tax.virginia.gov/sites/default/files/taxforms/exemption-certificates/any/st-13-any.pdf> )

Virginia Form ST-13 Needed to Eliminate VA Sales Tax Charge: **No**

**If this form is not received in a timely manner, you will be charged VA state sales tax.**

Paragraph #4 of this form is the one that may apply to you. Please fill out this form and email it to **Mary.Mattox@AffordableWheelchairLifts.com** or mail it to Affordable Wheelchair Lifts / 147 Mill Ridge Rd / Suite 112 / Lynchburg, VA 24502.

(For Virginia State contractor/installer customers only: You are probably exempt from sales tax on this purchase. See this online form:

<https://tax.virginia.gov/sites/default/files/taxforms/exemption-certificates/any/st-11-any.pdf> )

Virginia Form ST-11 Needed to Eliminate VA Sales Tax Charge: **No**

**If this form is not received in a timely manner, you will be charged VA state sales tax.**

Please fill out this form and email it to **Mary.Mattox@AffordableWheelchairLifts.com** or mail it to Affordable Wheelchair Lifts / 147 Mill Ridge Rd / Suite 112 / Lynchburg, VA 24502.

Wheelchair Lift Price: **\$3,000**

Wheelchair Lift Price Notes: **\*Product:Base Model KCSPM3648(\$2795) + Wheel Kit Included:Yes(\$45) + Ship With End Side Ramp(s):A 16" End Side Ramp(\$160) = Total(\$3000)**

Shipping Price: **\$543**

Shipping Price Notes:

Total Price Including Shipping: **\$3,543**

**Lift payment must be secured before your lift will be scheduled for production:**

Payment Status: **No Payment Submitted**

Payment Method: **TBD**

When Shipping Costs Will Be Charged: **Charge On Order Placement**

As we move forward in the production and shipment of your lift, below are some contact points you may find useful. While you always can contact your sales representative, they often have to refer to these same departments to answer your question.

**Questions about when your lift will ship -**

Production: **434-207-8444**

**Questions about a damaged shipment or partial delivery of your shipment -**

Shipping: **434-207-8444**

**Questions about installation, missing or damaged parts, component replacement/upgrades, repairs, etc -**

Customer Support: **434-515-2321**

The customer understands that he/she is responsible for this wheelchair lift's proper and safe installation and operation. This includes but is not limited to:

- Making sure the lift is installed in a safe location by personnel adequate to the task.
- Making sure that the electrical power is adequate and supplied in a safe manner. Outdoor and garage lifts need to use a GFI circuit.
- Making sure the lift and its installation complies with any applicable regulations and that any lift operators are properly trained.
- Recognizing that Affordable Wheelchair Lifts' delivery technicians will deliver the lift and are not necessarily qualified or licensed to do related electrical, masonry, carpentry or other contractor type work.
- Addressing any applicable taxes.
- Inspecting the lift periodically to ensure that it is safe to operate.

Regarding lift operators and users, the customer understands that:

- The customer is responsible for making sure that the person(s) operating the lift has/have been instructed in its use pursuant to the Owner's Manual and are mentally capable of safely operating the lift.

- This may mean restricting access to the lift controller(s) to prevent unqualified persons from operating the lift.
- Persons under 18 years of age are not qualified to operate the lift.
- **Persons with dementia or who are susceptible to mental confusion are not qualified to operate the lift**, though a qualified caregiver may operate it for them.
- **Persons incapable of recognizing that the lift has reached ground level are not qualified to operate the lift**, though a qualified caregiver may operate it for them.
- The manufacturer is not responsible for injuries or damages of any sort resulting from operator error.

The customer understands that Affordable Wheelchair Lifts may not be able to refund full payment if the customer cancels his or her order once work of their lift has started, especially if the lift is a custom order.

The prices in this document are subject to change after 14 days.

A lift not yet shipped 30 days after the scheduled ship date due to customer requests for delays will begin to incur a \$30 per week storage fee assessed for each week or portion thereof. This assessment will be charged against the credit card or bank account used to purchase the lift. If the customer fails to take possession of their lift for a period of 6 months, or if storage charges remain unpaid for a period of 90 days, whichever occurs first, the lift will be deemed abandoned, the customer will forfeit ownership of the property without recourse and the company is free to dispose of the unit as it sees fit and at its sole discretion.

**Please contact Affordable Wheelchair Lifts as soon as possible if anything above is incorrect.**

In preparation for your lift delivery, you may find it helpful to review some of the online manuals and guides associated with your lift. You can access these at this link:

<https://affordablewheelchairlifts.com/manuals-and-guides/>. We provide the online versions so we can associate videos with different steps in the Assembly Instructions. Installation guides and owner's manuals also are available in PDF form for you to save on your computer and reduce paper clutter. Of course, feel free to print these if you feel more comfortable with having a paper copy, as no paper instructions are shipped with your lift.

If you are picking up your lift at our production facility, please note that the pick up location is in Lynchburg, VA. You should review the Customer Pick-up Instructions found here:

<https://affordablewheelchairlifts.com/wp-content/uploads/2019/08/Customer-Pick-Up-Instructions.pdf>.

Address:

147 Mill Ridge Road

Suite 112

Lynchburg, VA 24502

(757) 524-3420

Please note that while our field support network is extensive, it does not cover all areas of the world. If field support is needed, there may be instances for some locations where that support is not available.

Unless otherwise instructed in writing, any photos, statements or drawings provided by you or your agents to Affordable Wheelchair Lifts may be used by Affordable Wheelchair Lifts for training and marketing purposes.