



Parts Order Information

Tech Tip
TT-924

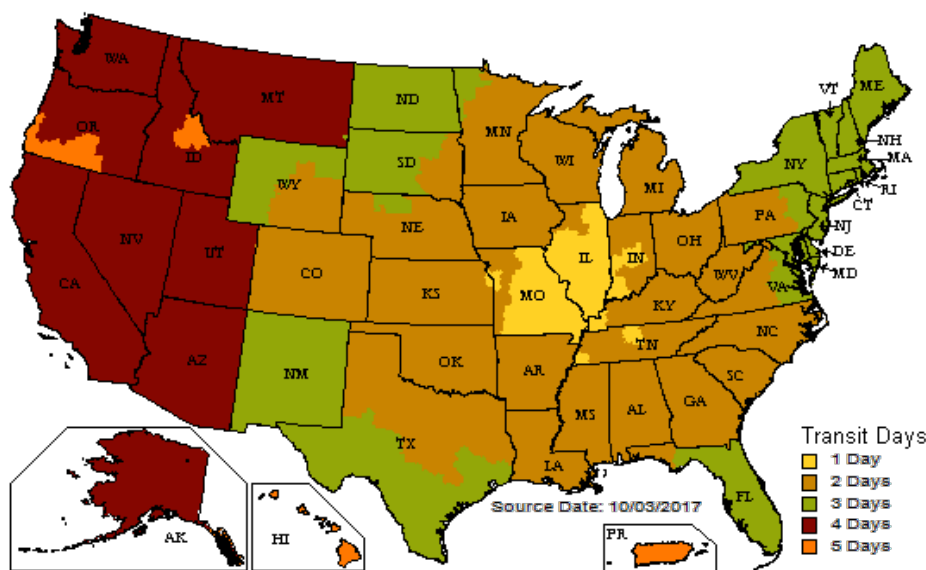
Parts ordering and transit times from BHS

BHS will accept parts orders over the phone, but in an effort to avoid possible errors and misunderstandings, a hard copy of your order is appreciated. Orders can be e-mailed to order@bhs1.com and should include a PO number, ship to address, part numbers and quantity required, and requested ship method.

BHS ships all parts orders via UPS ground unless otherwise specified. Items in stock typically ship within three (3) business days of date ordered. Expedited ground shipping is available upon request. Orders requiring same day shipping must be received before 3:00pm Central Time Zone. Orders received after 3:00pm will be processed the following business day. After hours shipping is available but is subject to additional charges.

Requested ship methods other than UPS for parcel shipments (i.e. FedEx) will incur an additional \$16.00 handling fee. An account number for collect or third party billing of freight charges for non-UPS shipments must also be supplied. All UPS freight charges are prepaid/added to the invoice. Collect and 3rd party shipping are available upon request (appropriate account number must be supplied at time of order).

Once processed, all orders are confirmed via acknowledgements which are emailed daily to the primary contact on file with BHS.



Transit times shown for orders shipped via UPS ground.
Three Day Select (*UPS/ORM*), Two Day (*UPS/BLU*), Next Day (*UPS/RED*),
Saturday and same day (next flight out) delivery are also available.
Orders ship from St. Louis, MO 63132.

For more information call: 1.877.BHS.4YOU
(Outside the U.S. +1 314 890 0953)