



2023 BUYER'S GUIDE



BECOME A SCHLEGEL CUSTOMER

If you would like to set up an account with us, we require either a Resale Tax Certificate or a Tax Exemption Certificate. Please complete our New Customer Setup form and return to us by email to get started! We welcome you to contact us if you have questions about becoming a customer.

Are you more than 150 miles from Schlegel? While we welcome new customers from areas outside of our 150-mile delivery radius of Indianapolis, IN, orders placed from customers outside this area are generally for Pick Up only.

Customers outside of our designated delivery routes are subject to Pick Up only status unless otherwise approved by Schlegel. Some locations outside of our routes may be subject to specific minimums, delivery surcharges, and/or delivery dates set by Schlegel.

ORDERING INFORMATION

All orders are subject to Availability, which is always changing. Order early for best selection!

A Tentative Shipping List or Order Acknowledgment will be sent to you via email to confirm your order.

All Invoices are hand delivered with your order. We also email invoices.

PLACING AN ORDER

Ordering is easy! We offer two types of orders.

For plants you would like shipped or picked up in the current or following week, order on-line from the Availability Page on our website. Our Availability Page is updated weekly. Next day orders are not possible on our on-line ordering system. **No Walk-ins. Please call to schedule an appointment.**

You must select a specific delivery or pickup date before you submit your order. We will reserve your plants and send an Order Acknowledgment after you submit the order.

Pre-Book Orders

Pre-Book Spring Orders must be placed by March 1, 2023. Spring Pre-Book minimum is \$10,000. Once your account is set up, you may begin pre-book selections on our website. Multiple ship dates are accepted. Pre-Book Spring Orders will be shipped in their entirety (subject to availability) if multiple ships dates are not specified.

Substitutions. Due to reasons beyond our control such as diseases, insects, or climate setbacks, our inventory is subject to change without notice. To fulfill your orders, we may make substitutions. We always strive to come as close as possible to your original selections. If you do not want substitutions, please let us know so we can mark your account as such.

Please inspect your order upon delivery. You may return unsatisfactory plants with the driver. Mark the item on the driver's paperwork and indicate in writing why you are returning the item. Satisfactory items that are returned will incur a \$50 restocking fee.

ORDER MINIMUMS

Order minimums change seasonally and during peak season sales. For Pick Up orders at our facility, there is no minimum order.

For orders to be DELIVERED, order values must be:

Spring – April 10 - May 31, Minimum \$2000

Summer – June 1 - End of calendar year, Minimum \$1,500

Please orders in full flats.

PRICING

Prices are listed only for Active Accounts and require a Login. Prices for annuals listed are the "per pot price" for full flats of a single variety. Any royalties are included in the sales price.

Please order in full flats unless varieties are listed as "Each".

Houseplants do not have a required minimum order quantity per variety: Plants that are sold in full flats will be listed as "Pack Qty" or "Full Flat".

DISCOUNTS

Seasonal Promotions may occur throughout the year and are announced through our email notification list. Sign up to receive special promotion notifications.

Discounts apply to plant products only and do not apply to any additional services or delivery fees.

Discounts will not be given for orders from customers with overdue balances.

TERMS OF SALE

All orders are accepted subject to plant availability, which is always changing. This includes Pre-book Orders.

Customers who wish to purchase plants at wholesale prices from Schlegel Greenhouse must provide a valid Resale Tax Certificate or Tax Exempt Certificate.

All sales are taxable unless we have a signed State Exemption Certificate form on file.

All sales are on a "cash on delivery" (COD) basis unless a credit account has been established.

For customers with a credit account, our terms are NET 30 days from the invoice date.

We accept cash, check, American Express, Discover, MasterCard, and VISA.

NEW FOR 2023: All payments using a credit card will be subject to a 3% convenience fee, which will be calculated using the final invoice total.

The 3% fee will apply to all invoices dated January 1, 2023 and after.

Prices are FOB our facility in Indianapolis, IN, and are subject to change without prior notice.

Customer accounts with checks returned for non-sufficient funds will be assessed a \$35.00 fee.

The customer acknowledges acceptance of these terms of sale when the customer places an order or applies for a credit account.

In the event an account remains unpaid 30 days after the invoice date, the customer shall pay a service charge of 2% per month, and reasonable attorney fees and collection costs relating to enforcing our rights under these terms of sale.

Credit Accounts that remain unpaid 60 days after the invoice date will automatically become COD accounts, and a new Application for Credit may be required to verify credit status.

The customer agrees that these terms of sale and any order placed by the customer are governed by Indiana law, and the customer further agrees that Marion County, Indiana has jurisdiction over any and all disputes that may arise hereunder.

Please return the Credit Application Form and copy of your Resale Tax Certificate or Tax Exempt Certificate to:

Schlegel Greenhouse
705 Sprague Road
Indianapolis IN 46217

317-784-6038
customerservice@schlegelgreenhouse.com





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CREDIT APPLICATION FORM

The following information must be complete to facilitate approval of your credit. Please print.

Business Name _____

Primary Contact Name & Title _____

Address _____

Business Phone _____

Email Address _____

Year Established _____ Sole Proprietorship Partnership Corporation Other _____

BUSINESS TRADE REFERENCES

Company Name _____

Address _____

Contact Name and Phone Number _____

Type of Account _____ Terms _____

Company Name _____

Address _____

Contact Name and Phone Number _____

Type of Account _____ Terms _____

Company Name _____

Address _____

Contact Name and Phone Number _____

Type of Account _____ Terms _____