

# Colesville Delivery Services and Policies:

**Beginning Monday, March 28, 2022, we are implementing an increase in our freight charges which we hope will be temporary. We thank you in advance for your understanding in this matter.**

Colesville Nursery likes to deliver far and wide! With all the different customers we have, we do our best to meet their delivery needs. Listed below, you can find our basic Delivery Policies & Requirements. While this is a good reference, you always need to **contact our Delivery Coordinator Karen**, for information and confirmation on every delivery.

Our delivery schedule can be very unpredictable and functions on several different factors on a daily basis. It is a good idea to formulate your delivery requests up to 2 weeks in advance.

## **Policies:**

Our delivery schedule requires *AT LEAST* a 2-day lead time to process your order.

All changes or additions to orders need to be made no later than 10 AM the day before your delivery. This policy is contingent on time of year, number of deliveries already on schedule and can only be officially processed by our Delivery Coordinator.

Someone from your company or household **MUST** be at the delivery location to help with unloading and to accept and/or pay for the order.

## **Freight is determined on a percentage of sales as follows:**

- 1-50 miles - \$500 Minimum order amount
- 51-100 miles - \$1000 Minimum order amount
- 101+ miles - Must be determined by our Delivery Coordinator. Minimum freight charges are also determined and applied by the Delivery Coordinator.

**Minimum Freight Charges:** **Beginning Monday, March 28, 2022, we are implementing an increase in our freight charges which we hope will be temporary. We thank you in advance for your understanding in this matter.**

- 0-50 miles - \$70 or 7% on orders over \$1000.00 - **the increase will be \$90 or 9% on orders over \$1000.00**
- 51-100 miles - \$100 or 10% on orders over \$1000.00 - **the increase will be \$120 or 12% on orders over \$1000.00**
- 100+ miles- Must be determined by our Delivery Coordinator

Delivery schedules can be subject to change due to several different factors throughout the year.

Please always contact our Delivery Coordinator, Karen Kidd, for orders, order confirmation and any questions. Karen can be contacted directly via her email: [karen@colesvillennursery.com](mailto:karen@colesvillennursery.com) . If you would like to speak with her about your delivery, please call: 804-798-5472, extension 115 or ask for Karen.