


STANDARD OPERATING PROCEDURE

Document Title	Direct Delivery Requisition		
Document Number	Rev	Effective Date	
LOG.SOP.001	03	7 April 2026	

Terms and Conditions:

- This agreement needs to be completed via the web or manually to apply for a DDO point and submitted to our Customer Service Department for processing.
- Please note that only once you receive confirmation from ASC home office that the DDO point is open and approved, will your orders be sent to your DDO point. Orders received before approval, will not go to the DDO point.
- DDO points can only be opened for Prepaid Beauty Advisors.
- Orders not paid within 7 days from the order date will be deleted off the system.
- There is no minimum order value for DDO orders.
- Handling fees applicable for DDO, as they should appear upon check-out:

- **Direct Delivery Option:**


Order Below R550		Orders Above R550	
Local	R110	Local	R28
Major Centre	R115	Major Centre	R30
Regional	R125	Regional	R35
Outlying	R130	Outlying	R40

- **PAXI Option:**

Order Below R750	Orders Above R750
R85	R0 (zero Rand)

- Orders can be placed any day and will be released every day at 09H00 and again at 13H00 if payment is received, irrespective of your area release day or SOS.
- An SMS notification will be sent out once your parcel has been dispatched from the ASC Distribution Centre and again from our courier partners once it is out for delivery or received at your nominated PAXI point.
- Returns on any DDO shipment will follow the normal returns process.
- ASC reserves the right to choose which courier is used for DDO deliveries.
- ASC reserves the right to decline any New DDO Request.

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Select the type of delivery point you would like to register:

Business Delivery Point **Home Delivery Point**

1. Delivery to Business Addresses

- 1.1. Deliveries to business addresses will be made to the main reception or designated receiving point at the address provided by the Beauty Advisor “BA”.
- 1.2. Delivery to the provided business address shall constitute full and final fulfillment of the Avroy Shlain Cosmetics’ delivery obligations.
- 1.3. The BA is responsible for ensuring that authorized personnel are available to receive and acknowledge receipt of the goods during standard business hours.
- 1.4 Delivery times for a business point will be between **08:00am and 17:00pm**.

2. Transfer of Risk and Title

- 2.1. Title to the goods shall pass to the BA upon full payment of the purchase price.
- 2.2. Risk of loss or damage shall pass to the BA upon delivery to the specified business address, irrespective of whether the BA or its representatives have personally signed for receipt of the goods.

3. Inspection and Notification

- 3.1. The BA shall inspect all goods immediately upon delivery.
- 3.2. Any claim relating to shortages, damage, or defects must be submitted in writing within the applicable return term.
- 3.3. Failure to notify within this period constitutes acceptance of the goods as delivered.

4. Limitation of Liability

- 4.1. Avroy Shlain Cosmetics shall not be liable for:
 - Losses or delays arising from incorrect or incomplete delivery information supplied by the BA.
 - The BA’s failure to ensure that the goods are properly received, stored, or safeguarded after delivery.
- 4.2. Avroy Shlain Cosmetics total liability for any claim shall not exceed the invoice value of the affected goods.

I have read and agree to the terms and conditions for having a business delivery point.

I Accept **I Do Not Accept**