

Caldic Purchase Order Pricing at Time of Acceptance Changes

Subject: Confirmation of Purchase Order Pricing at Time of Acceptance Changes

As part of our T&C's and ongoing efforts to maintain accuracy and efficiency in our procurement and payment processes, we are reinforcing the requirement that **all Purchase Order (PO) pricing must be confirmed at the time of PO acceptance.**

This confirmation ensures:

- Alignment on agreed commercial terms prior to shipment or invoicing
- Accurate financial planning and reporting on both sides
- Correct contract being used for proper drawing of contracted volumes and pricing.
- Prevention of discrepancies or delays during the invoicing and payment process

Please review each PO upon receipt and confirm acceptance, including pricing details, within the required acknowledgment window. Any discrepancies should be communicated immediately to your designated procurement or replenishment contact before the order proceeds.

We appreciate your partnership and attention to this change in process, which supports our shared goals of efficiency, transparency, and timely execution. Thank you for your continued collaboration.

Sincerely,

William M. Kersey
Supply Chain Director