



ACSI POLICY ON EXCHANGED/SWAPPED HARDWARE

On all orders where ACSI supplies electrified mortise lock bodies or electrified cylindrical locks to distributors with the intent of the distributor to replace the ACSI supplied electric lock with a mechanical lock, thereby the order resulting in a cost to the distributor for a modification cost only, **the distributor must replace/swap the locks within 60 days.** If the locks are not received within 60 days, ACSI will generate an invoice to the distributor for the difference between the modification price and the price for the complete electric lock.

This policy is effective immediately. We appreciate your cooperation in helping us with inventory control by getting the locks back to us in a timely manner. If you have any questions or have any issue on a particular job, please feel free to call and discuss with our customer service.