



To our Valued customers,

At DDB we value our partnership and are committed to providing you with high-quality products/services. As a privately owned and operated business, we pride ourselves on being agile and responsive to your needs.

To maintain the high standards of service, inventory availability, and operational stability you expect from us, we carefully manage our financial resources. To ensure we can continue to offer competitive pricing without relying on external financing, we are reinforcing our standard credit terms to Net 30 days for all customers.

#### Why We Maintain a 30-Day Credit Policy

- **Operational Cash Flow:** As a non-publicly traded entity, we fund our operations through our own revenue. Sticking to a 30-day cycle allows us to pay our suppliers, cover payroll, and reinvest in quality, ensuring consistent delivery to you.
- **Trust and Efficiency:** Net 30 represents a fair balance of trust—allowing you time to process payments while keeping our accounts receivable efficient and manageable.
- **Stability:** This policy ensures we avoid taking on unnecessary debt, which keeps our business stable and reduces the risk of service disruptions to our clients.

All invoices will be due within 30 calendar days of the invoice date. Please ensure your accounts payable department is aware of this policy.

- *Payment terms:* Net 30
- **Late Payments:** Invoices outstanding beyond 30 days may be subject to a late fee and may result in a temporary hold on new orders.

To support our partners, we offer flexible payment options, including ACH payments, Check, and all major credit cards.

We appreciate your cooperation in adhering to these terms that corporate officers retain as good business practices.