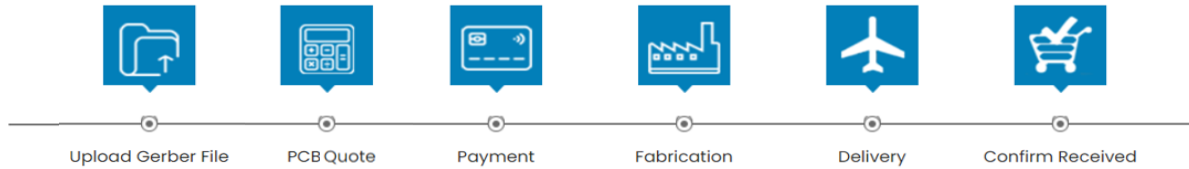


How to take an order in PCB ShinTech



1. Files preparation

For PCB manufacturing, we require Gerber files RS-274X with an aperture list, an Excellon drill file, and a drill tool list (may be included in Excellon drill file).

For PCB assembly, we require PCB Design File (All Gerbers will be best, at least including copper layer(s), solder paste layers, and silkscreen layers), Pick and Place (Centroid), and BOM.

2. Get a quotation

Send your zipped PCB design file, and Pick and Place, BOM (if quote for PCBA), substrate, quantity, and lead time requirements to sales@pcbshintech.com, and we'll back to you soon.

3. Payment

Payment policy

- 1) 100% pay in advance for prototype, quick turn and mass production with cost less than \$5000 (cost of parts procurement not included).
- 2) 70% deposit in advance, 30% paid before shipping for cost above \$5000 (cost of parts procurement not included).
- 3) We offer credit accounts with 30-day payment terms to clients who have ordered on a frequent basis over a period of six months or more. Please reach sales@pcbshintech.com if you want to apply for a credit account. We'll evaluate your order history and get back to you very quickly.

Payment Methods

Currently we only accept PayPal, Alipay and Western Union, Wireless transfer.

1) PAYPAL

PayPal Account:

Pay at PCBShinTech: shintech20210831@gmail.com

Phone: +86-(0)755-29499981

Email: sales@pcbshintech.com

Please remark the order number when releasing the payment.

2) WIRELESS TRANSFER1

SHANGHAI PUDONG DEVELOPMENT BANK

Beneficiary: Shenzhen Shin Tech Engineering Co., Ltd.

Bank: SHANGHAI PUDONG DEVELOPMENT BANK Co., Ltd. SHENZHEN BRANCH
XINAN SUBBRANCH

Bank Address: L1-J047/J048, Uniwalk, No.99, Xihu Road, Bao'an District,
SHENZHEN, 518000, CHINA

Account No 79150078814000001819

Swift Code SPDBCNSH030

3) WIRELESS TRANSFER2

BENEFICIARY: HouXiaoge

BENEFICIARY BANK: ZHEJIANG CHOUZHOU COMMERCIAL BANK CO.,LTD.

BENEFICIARY BANK Address: NO.161 BA YI SOUTH STREET,JINHUA CITY,ZHEJIANG
PROVINCE,CHINA

BENEFICIARY'S ACCOUNT NUMBER:15701142110300055607

SWIFT BIC/Code: CZCBCN2X

BENEFICIARY'S ADDRESS AND TELEPHONE NUMBER: Shenzhen ShinTech Engineering
Co., Ltd., 2nd Floor BuildingA3#, Huafeng Century Technology Park, Hangcheng Avenue, Gushu,
Xixiang, Baoan District, Shenzhen, Guangdong Province, China

Zip code: 518101 +8613676076355

INTERMEDIARY BANK: BANK OF AMERICA N.A.NEW YORK BRANCH

SWIFT BIC/Code:BOFAUS3N

INTERMEDIARY BANK ADD:222 BROADWAY NEW YORK NY UNITED STATES OF
AMERICA

4) AliPay

<https://remit.alipay.com>

Alipay ID (账号):houxiaoge2005@163.com

Last Name(姓):HOU

First Name(名):XIAO GE

5) WESTERN UNION :

Payee/beneficiary:

Bank Account Details	Western Union
First Name	Xiao Ge
Last Name	Hou
Street	2nd Floor BuildingA3#, Huafeng Century Technology Park, Hangcheng Avenue, Xixiang, Baoan District
City	Shenzhen
Country	China
Zip code	518000

Please remember to offer us the details after you finish the transfer:

MTCN Reference Number:

Sender First Name:

Sender Last Name:

Sender Date:

Total Amount:

City:

Country:

Phone Number:

Note: If you need the invoice, you can make the request when placing your order, or contact your sales representative for it. Sending us an email payment@pcbshintech.com works too.

4. Verify the production data

Not sure about your artwork or how our engineers will interpret it? Sometimes your data files may contain features that our automated PCB process cannot recognize. Or you may be worried that your first layout is not quite right. Whatever your concern, we can give you the reassurance you need. An approval step for the production-ready data for your board will be set-up just before it goes into physical manufacture. As soon as our engineers have completed their checks, we will send you an e-

mail to advise you that the production files are ready and waiting for your approval to fabricate or assemble.

5. Production

Lead time for mass production of circuit boards production is usually 5-20 working days, and 3-15 working days for prototype PCBs.

Lead time for turkey PCB assembly orders is usually around 2-5 weeks, PCB manufacturing, component sourcing, and assembly will be finished within the lead time. For kitted PCBA service, 3-15 days can be expected if bare boards, components and other parts are ready.

The specific lead time is depending on your product specifications, quantity and if it is a time of peak purchasing, etc.. Of course, express order is available and extra fee will be charged.

6. Shipping

Shipping options include FedEx, DHL, UPS, TNT and other options.

The shipping cost depends on the way you choose to get the goods, the weight of the boards, the size of the freight and the carriers you decide, destination of your boards.

Normally we don't offer free shipping except few specials for marketing which were defined as "free shipping" on website.

The delivery time given is only an approximation based on statistical analysis. In any exceptional cases, it may be extended.

Most international shipments will include additional fees in the form of duties and taxes. The additional fees shall be borne by customers, which depends on the local customs law.

Other shipping methods (for example, Sea shipment) are also available, you can contact your sales representative or email to sales@pcbshintech.com for details.

Legally we are not responsible for the delay, but we will also get touch with the carrier to obtain the newest info.

For severely delayed orders, we will remake your products and re-ship to you while the extra charges can be covered by compensation from the freight carrier or borne by customers.

Under this tough situation of Covid-19, delivery time may differ.

7. Services after sale

We are committed to your satisfaction and please contact your salesperson immediately if you have a problem of any kind. If you ever feel that you've received a product or service that was below your expectation, please feel free to email directly to customer@pcbshintech.com our customer service team will response to you soon. Also, we would like to hear any suggestions you may have for improvements.

8. Privacy Policy of PCB ShinTech

At PCB ShinTech we recognize that privacy is of utmost importance, and we do not sell or rent any individual personal information to any third party. In all cases, we require that all employees comply with our Privacy Policy and any other appropriate confidentiality and security measures.