



APPLICATION FOR CREDIT ACCOUNT please print clearly

CONFIDENTIAL

ACCOUNT NO (Office use only):

DATE:

BUSINESS STRUCTURE (Please tick one box) SOLE TRADER PARTNERSHIP COMPANY TRUST

BUSINESS NAME:

TRADING NAME (If different from above)

BUSINESS/DELIVERY ADDRESS:

POST CODE:

POSTAL ADDRESS (If different from above)

PHONE NUMBER:

FAX:

CREDIT LIMIT REQUIRED:

EMAIL ADDRESS (INVOICES/STATEMENTS):

TYPE OF OCCUPATION OR BUSINESS:

BUSINESS COMMENCED:

ACCOUNT REQUESTED BY:

POSITION:

OWNERS/PARTNERS/DIRECTORS/SOLE TRADERS

Full Name

Private Address

Private Phone

1.

2.

3.

SUPPLIER REFERENCE

ADDRESS

PH NUMBER inc area code

1.

2.

3.

BANK

BRANCH

PHONE

BANK ACCOUNT NAME

SOLICITOR

ACCOUNTANT

CONDITIONS OF TRADING

DEFINITIONS:

ROBERT MARK LTD hereafter known as **RML**.

CUSTOMER means any person, firm or corporation to whom Goods are sold to by **RML** and its legal personal representatives, successors and assigns.

- A. All accounts must be paid by **the 20th of the month** following date of invoice.
- B. All orders shall be invoiced at the current prices at the time of delivery.
- C. The CUSTOMER acknowledges that the title to the goods supplied in the order/s placed by the CUSTOMER (or any agent acting on the behalf of the CUSTOMER) will not pass to the CUSTOMER until these goods have been paid for in full, and until such time title and right to repossess the goods shall remain with RML.
- D. Goods are supplied at the sole risk of the CUSTOMER from the time that the CUSTOMER takes possession of them or they leave RML's premises, whichever is the earlier.
- E. The CUSTOMER authorises RML to confirm and exchange credit information.
- F. The CUSTOMER agrees to inform RML of any change of address and/or owners of the CUSTOMER together with any information which may affect the decision of RML to grant credit to the CUSTOMER.
- G. RML may, if it advances credit to the CUSTOMER, withdraw that credit at any time, for any reason whatsoever. In consideration of RML agreeing to grant credit facilities to the CUSTOMER if the CUSTOMER is a company with the undersigned directors of the CUSTOMER, the directors do hereby jointly and severally guarantee payment of the CUSTOMER's account and agree to indemnify RML and agree to be bound by the terms and conditions contained on this application form and that RML may at all times act as if it were the principal debtor. In the event of all directors of the CUSTOMER not signing this form, we the signatories of this form will accept full liability under this guarantee and agree if requested to execute RML's standard form of guarantee. This application is signed as a Deed.
- H. RML reserves the right to impose a service charge at the rate of 1.5% or a \$5 per month charge (whichever is the higher) to those invoices which remain outstanding. The service charge will begin to accrue the day after payment is due.
- I. The CUSTOMER will be liable to pay any legal costs or debt collection charges incurred by RML in collecting outstanding accounts whether for collection of monies due or for recovery of goods supplied.
- J. The CUSTOMER, in the event of default, agrees that RML may commence Court Proceedings against the CUSTOMER.
- K. When RML undertakes freighting on behalf of a CUSTOMER, the freight terms do not include insurance. Insurance and liability for goods become the CUSTOMER's responsibility from the time goods have been despatched from RML's premises.
- L. Goods are sold ex-store and a delivery charge will be added to each invoice to cover freight costs.
- M. Goods may be supplied in cartons or inner boxes. The CUSTOMER shall check how many items there are per carton or inner box. RML may supply sufficient whole cartons or inner boxes to satisfy the CUSTOMER's order. The CUSTOMER agrees to accept all products so delivered.
- N. The CUSTOMER must check the number and condition of cartons received from the freight company before signing for delivery. Any short shipment or obvious damage must be noted on the consignment note when goods are received. If unable to check thoroughly at the time of delivery, sign off "Subject to Inspection" (STI).
- O. **All claims must be presented within 7 days of receipt of goods quoting the invoice and consignment numbers.**
- P. Goods may not be returned until a claim has been approved and a claim number given. All subsequent correspondence must quote this claim number.
- Q. Payments may not be withheld pending the settlement of any claim.
- R. All goods returned for credit shall be packed in their **original containers** and if soiled or damaged may be rejected or credited at a reduced rate at the sole discretion of RML. No claim for credit on returned goods will be recognised unless made within seven days of delivery, and, in every case, the claim number, the original invoice number and date must be quoted.
- S. Any orders placed overseas by RML to fulfil an order from the CUSTOMER may not be cancelled once this order has been confirmed by the overseas supplier.

We have read and agree to all Conditions of Trading listed on this form.

.....
DIRECTOR/S PRINT NAME/S

.....
WITNESS PRINT NAME

.....
DIRECTOR/S SIGNATURE/S

.....
WITNESS SIGNATURE