

General Details (Mandatory fields marked *)

Trading Name*

Company Name*
(if different from above)

Invoice Address*

Post Code*

Delivery Address*
(If different to invoice)

Post Code*

Key Customer Account Information (Mandatory fields marked *)

Accounts

Purchasing / Maintenance

Additional Contacts

Name*

Telephone*

Department*

Email*

No of Years
Trading*

Industry
Sector*

No of Employees*

Sole Trader and Partnership Information (This section must be completed if the Company is not limited)

Please X applicable box

Sole Trader

Partnership

Name and Home
Address of
Proprietor/Partner

Date of Birth

Date of Birth information is required under the data protection act to make any credit searches more specific. If the information is withheld we may carry out a more general Credit Search.

Limited and PLC Information

Please X applicable box

Limited

PLC

Company Reg No

In order to process your application, we will supply your personal information to credit reference agencies (CRA's) and they will give us information about your financial history. We do this to assess credit worthiness and product suitability, check your identity, manage your account, trace and recover debts and prevent criminal activity. We will also continue to exchange information about you with CRA's on an ongoing basis, including about your settled accounts and any debts not fully repaid on time. CRA's will share your information with other organisations. The identity of the CRA's and the ways in which they use and share personal information are explained in more detail at <http://www.experian.co.uk/crain/index.html>

Are you registered for VAT exemption under section 13A?

(If yes, please attach a current copy of your registration certificate)

Yes

No

I have read and accepted the terms of this Credit Account Application

Authorised signatory*

Print Name*

On Behalf of*

Date*

Position in Company*

Branch Internal Use Only

SCM Name*	<input type="text"/>	Rep Code (if known)	<input type="text"/>	Parent Account Number (if known)	<input type="text"/>
Branch Name & Number*	<input type="text"/>		Discount terms*	<input type="text"/>	

Customer Account Type Required to be set up

Please specify the type of trading account/s required to be set up.	Mark with X	Standard Account	1			
		Consignment/VMI account	2			
		Customisation / Kitting	3			
		Multiple order lines	4			
		Cash/Credit card	5			
		EDI	6			
		Customer cards	7			

1. Standard Account – Orders processed through an account where none of the below impact.
2. Consignment or VMI Account – Stock replenishment orders that are processed on a time period. E.g.: Weekly / Monthly.
3. Customisation or Kitting – Orders processed to customer specific customisation needs.
4. Multi order lines – Customer open orders. Closed off after a fixed period - Day, Week or Month and are processed onto one order number.
5. Cash/Credit card – Orders processed via the branch cash sales account.
6. EDI – Orders from customers that have an EDI connection.
7. Customer Credit / Procurement card – Orders that are invoiced via a card other than cash sale card transactions.

Account Qualified by Name (SCM)	<input type="text"/>	Signature	<input type="text"/>	Date	<input type="text"/>
------------------------------------	----------------------	-----------	----------------------	------	----------------------

Head Office Use Only

Approved by	<input type="text"/>	Credit Limit	£ <input type="text"/>	Date	<input type="text"/>
-------------	----------------------	--------------	------------------------	------	----------------------