

## NEW ACCOUNT APPLICATION FORM

<b>Terms Requested</b> (please circle)	Cash/Card on Delivery • Direct Debit • Monthly BACS • Monthly Cheque
--	--

<b>Sales Person</b> (office use only)	<b>Account No</b> (office use only)
---------------------------------------	-------------------------------------

<b>Full Legal Entity Name</b>	
<b>Trading Name</b> (if different)	

<b>Address</b>	<b>Delivery Address</b> (if different)
<b>Post Code</b>	<b>Post Code</b>
<i>Please attach copy of Utility Bill</i>	
<b>Telephone No</b>	<b>Fax No</b>

<b>Main Contact</b>	<b>Position</b>
<b>Telephone No</b>	<b>Mobile No</b>
<b>Orders Contact</b>	<b>Telephone No</b>
<b>Telesales Req'd</b>	<b>Time to Call</b>
<b>Special Instructions</b>	
<b>Accounts</b>	<b>Telephone No</b>

<b>Email Addresses:</b>	
• <b>Main Contact</b>	
• <b>Invoices and Statements</b>	
• <b>Brochures</b>	

<b>Business Classification</b>	Sole Trader • Partnership • LLP • Ltd Co • Other ..... (Please circle)	
<b>VAT Registration No</b>	<i>Please attach copy of VAT Registration Certificate</i>	
<b>Company Registration No</b>	<i>Please attach copy of Registration Certificate</i>	
<b>Year Trading Commenced</b>		

<b>Information Confirmed by the Customer</b>	<b>Signed</b>	
<b>Date</b>	<b>Print Name</b>	

Office Use Only			
<b>Approved by STL</b>		<b>Date</b>	
<b>Account Opened By</b>		<b>Date</b>	

**PLEASE COMPLETE THIS SECTION IF APPLYING FOR A CREDIT ACCOUNT**

<b>If Ltd Co, number of Directors</b>	
<b>If LLP, number of Members</b>	
<b>If Partnership, number of Partners</b>	

Director / Member / Partner			
<b>Full Name</b>			
<b>Home Address</b>		<b>Previous Address (if less than 2 years at current address)</b>	
<b>Post Code</b>		<b>Post Code</b>	
<b>Date of Birth</b>		<b>Email</b>	
<i>Please attach copy of ID (Driving Licence/Passport)</i>			

Director / Member / Partner			
<b>Full Name</b>			
<b>Home Address</b>		<b>Previous Address (if less than 2 years at current address)</b>	
<b>Post Code</b>		<b>Post Code</b>	
<b>Date of Birth</b>		<b>Email</b>	
<i>Please attach copy of ID (Driving Licence/Passport)</i>			

*(Please continue on a separate sheet if necessary)*

Company Bank Account Details			
<b>Account Name</b>			
<b>Sort Code</b>		<b>Account No</b>	

<b>Credit Limit Requested</b>	£
<p>Our credit terms are 30 days.                  Any returned payments will be charged to the account at a rate of £75.00.                  Direct Debits will be collected on 28<sup>th</sup> of the month unless this falls on a weekend or bank holiday. If this is a 14 day account they will be taken on 14<sup>th</sup> and 28<sup>th</sup> of the month.</p>	

**Please send completed form and copy certificates to:**

**Swallow (Soft Drinks, Beer & Cider Wholesalers) Ltd, Stonehouse Lane, Bartley Green, Birmingham B32 3AH**

**Application Checklist:**

- Completed Application Form
- Recent copy of Utility Bill to the business
- ID (Driving Licence/Passport)
- Copy of VAT Certificate
- Copy of Certificate of Registration
- Signed Conditions of Sale

**If any of these are missing, it may delay your application. Any queries, please contact us on 0121 428 6850**

## CONDITIONS OF SALE

1. All products are offered for Sale subject to availability.
2. The prices in any price list are subject to alteration without prior notice and products will be invoiced at the prices ruling at the date of delivery.
3. The prices are quoted exclusive of Value Added Tax.
4. Payment
  - (a) Payment for goods supplied shall be received by the Vendor in full on or before the 28th day of the month following the month of invoice or by such other date as shall be specified by the Vendor in writing.
  - (b) The Vendor reserves the right to charge interest on overdue sums at the rate of 5% above the Vendor's own bank interest rate from time to time, plus any costs incurred in the recovery of overdue sums.
  - (c) Payment by due date is a condition precedent to future deliveries under any contract between the Vendor and the Purchaser.
5. Risk in products shall pass to the Purchaser upon delivery. The Vendor accepts no liability for loss or damage to products in transit unless the Purchaser:-
  - (a) at the time of delivery, examines the products as delivered, and
  - (b) retains for inspection all packaging material, and
  - (c) endorses any delivery document with details of any obvious loss or damage, and
  - (d) notifies the Vendor and, when applicable, any independent carrier in writing of any claim for any loss or damage before the expiry of the third day after delivery.
6. No credit will be given for returns unless marked for return by the Vendor's representative. Non delivery of the products must be notified to the Vendor in writing within 10 days of the date of receipt by the Purchaser of the invoice for such products.
7. It is the Purchaser's responsibility to rotate products so that the oldest product is sold first. No credit will be given for out of date products nor will they be exchanged. Products purchased for resale must be properly kept and handled at all times and must be resold

by the Purchaser only in the condition as sold or prescribed by the Vendor.

No liability will be accepted for any loss or damage or expense attributable to the absence of, or an error in, bar code printing.

8. Property in products delivered shall remain with the Vendor until the Purchaser has made payment of the full price thereof to the Vendor. The Vendor may repossess and or dispose of any products in which it has property and the Purchaser grants all rights required by the Vendor to locate, to gain access to, to mark and remove them. The Purchaser shall to the extent of his indebtedness from time to time to the Vendor in respect of products supplied by or on behalf of the Vendor be under a fiduciary duty to account to the Vendor for the proceeds of all sales by the Purchaser of the products in which the Vendor has property. In selling such products the Purchaser shall act as principal and not for any purpose as the Vendor's agent.
9. The Vendor shall not be liable for any failure or delay in performance of its obligations to the Purchaser as a result of causes beyond the Vendor's reasonable control including strikes, lock outs or trade disputes.
10. Any conditions of contract which the Purchaser may purport to impose shall form no part of the contract between the Purchaser and the Vendor. Any variation of these terms and conditions of contract must be agreed in writing and none of the Vendor's employees or agents has any authority to bind the Vendor by an oral agreement at variance with these Terms and Conditions of Sale.
11. The Purchaser shall acquire no title to any casks, kegs, pallets, returnable bottles and cases and gas cylinders referred to in this invoice and certain containers (i.e. returnable bottles and cases) will carry a deposit charge which will be refundable on their return, When empty, casks, kegs, pallets, returnable bottles and cases and gas cylinders should be made available for collection by the Vendor or its agent. The Vendor reserves the right to charge the Purchaser a reasonable price for any casks, kegs, pallets, and gas cylinders not returned in a sound condition after a reasonable time.

<b>I/We agree to abide by your terms and conditions of sale which I/we have read and understood</b>			
<b>Signature</b>			
<b>Print Name</b>		<b>Date</b>	

Instruction to your  
Bank or Building Society  
to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:

SWALLOW (Soft Drinks, Beer & Cider Wholesalers) LTD STONEHOUSE LANE BARTLEY GREEN BIRMINGHAM B32 3AH  Tel: 0121-428-6850 Fax: 0121-428-6858
--

Originator's Identification Number

6	3	0	2	2	6
---	---	---	---	---	---

Name(s) of Account Holder(s)


Reference

--	--	--	--	--	--

Bank/Building Society Account Number

--	--	--	--	--	--	--	--	--	--

Branch Sort Code

--	--	--	--	--	--

### Instruction to your Bank or Building Society

Please pay SWALLOW (Soft Drinks, Beer & Cider Wholesalers) LTD Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with SWALLOW (Soft Drinks, Beer & Cider Wholesalers) LTD and if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Signatures
Date

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

### The Direct Debit Guarantee



1. This guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme.
2. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
3. If the amounts to be paid or the payment dates change SWALLOW (Soft Drinks, Beer & Cider Wholesalers) LTD will notify you 5 working days in advance of your account being debited or as otherwise agreed.
4. If an error is made by SWALLOW (Soft Drinks, Beer & Cider Wholesalers) LTD or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
5. You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.