

Private & Confidential

Application for Credit Account

Sigmathek Services Ltd

Unit F16, Bersham Enterprise Centre,
 Colliery Road, Rhostyllen,
 Wrexham, LL14 4EG

Tel: 01978 291118 Fax: 01978 312118

E mail: sales@sigma-tek.co.uk

Web: www.sigma-tek.co.uk

APPLICANT DETAILS

Trading Name & Delivery Address	
Tel No.	Fax No.
E mail.	

Registered Name (if different from above) & Registered Office Address	
Contact Name.	Job Title.
Tel No.	Fax No.
E mail.	

Accounts Paid From (Name & Address)	
Contact Name.	Job Title
Tel No.	Fax No.
E mail.	

TRADE REFERENCES – PLEASE GIVE 2 TRADE REFERENCES

Company Name & Address		Company Name & Address	
Tel No.	Fax No.	Tel No.	Fax No.
E mail.		E mail.	

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BANK DETAILS & CREDIT INFORMATION	
Bank Name & Address.	Preferred Payment Method (Cheque, Credit Transfer)
	Approx Credit per Month Required
Account Number.	Authorised Purchaser (Name & Title)
Sort Code.	Authorised Purchaser (Name & Title)

Name & Title of Applicant	Applicants Signature

<p><u>BY SIGNING THIS APPLICATION FORM THE SIGNATORY HEREWITH EXPRESSLY ACCEPTS SIGMATEK SERVICES LTD TERMS AND CONDITIONS OF SALE AS ATTACHED</u></p>	Date of Application
/...../.....

FOR OFFICE USE ONLY	
Date Account Opened:	Account Number:
Account Manager:	
Other Details:	
Price List:	
Credit Authorised:	Authorised By:
Credit Denied:	Job Title:

PLEASE FAX BACK TO THE NUMBER ABOVE OR SEND IT TO THE ADDRESS ON THE TOP OF THIS LETTER.

STANDARD TERMS & CONDITIONS OF SALE.

1. General.

The acceptance of this acknowledgement includes the acceptance of the following terms and conditions. In the event of customer official forms containing special printed conditions, it is understood that such conditions are only binding in so far as they are not at variance with our terms and conditions.

2. Limits Of Contract.

This acceptance includes only such goods, accessories, and work as are specified herein.

3. Drawings and Specifications.

All drawings and specifications, dimensions and weights provided by Sigmatek Services Ltd are approximate unless otherwise stated.

4. Purchasing.

Orders placed with Sigmatek Services Ltd will be accepted in good faith with an official order number from the purchaser, preferably backed up with an official written order.

5. Despatch.

Any times quoted for the delivery are to date from receipt by us of a written order to proceed and all necessary information to enable us to put the work in hand. Times of despatch are submitted without liability for delay, however occasioned, but every effort will be made to maintain them.

6. Damage or Loss in Transit.

No claim for loss in transit will be entertained unless we are advised within 7 days from the advice note.

7. Cancellation.

Orders cannot be cancelled except with our consent and on terms which will indemnify us against all loss. Any cancellations must be agreed and notified in writing to Sigmatek Services Ltd in the earliest instance.

8. Returned Goods.

If for any reason goods are returned to Sigmatek Services Ltd they must be of reasonable nature. They must not be damaged or soiled in any way as to prevent them being sold "as new" products. No refund or credit can be made if these circumstances are contravened. Any goods returned from a customer in conjunction with an official order number where goods were ordered incorrectly would be charged with a restocking fee of 25% of the value of the goods. This applies to standard products (i.e. products which are directly specified within Sigmatek catalogues or other official literature). When special / non-standard products are involved and have been ordered incorrectly and returned, no refund can be given.

9. Prices.

Pricing, quotations and estimates are subject to alteration without notice, and goods will be invoiced at a price ruling on the date of despatch. Carriage and packaging will be charged extra unless otherwise agreed.

10. Property Rights.

All goods sold by the seller to the buyer remain the property of the seller until the goods and services required to supply the goods have been paid for in full. Once delivered the goods are the sole risk of the buyer, and in event of the goods being destroyed, damaged or lost, after delivery, the seller will be entitled to full payment.
11. Retention Rights.

In case of default, the buyer or his agent will allow the seller or his agent to enter the premises where the goods are kept and remove same. The buyer will be responsible to the seller for all the costs incurred in reclaiming the goods. A hire charge at current rates will apply for the period that the goods were in the possession of the buyer.
12. Call-Off Orders.

Where an order is placed on a 'call-off' basis the 'call-off' term applies for 12 months maximum. When this period is reached we will review the agreement and re-negotiate with the customer where necessary. Residual stock remaining on a 'call-off' order will be despatched to the customer after the 12 months has been reached. These terms may be extended if the extension is applied for within the first 9 months, to a total period lasting no longer than 18 months. This extended period must be negotiated with Sigmatek Services Ltd.
13. Complaints.

Any complaints by the customer relating to any invoice must be notified by the customer to the company in writing within 14 days of the date of the invoice
14. Payment Terms.

30 days net monthly from the date of invoice, unless otherwise agreed.
15. Legal Construction.

The contract shall in all respects be construed and operated as an English contract and in conformity with English law. We reserve the right to amend or add to these quoted conditions.