



Walters Ltd
19 Royce Road, Eastern Industry, Peterborough PE1 5YB
Phone: 08000 185777 Fax: 0800 136537
www.walters.co.uk

CREDIT ACCOUNT APPLICATION

Goods to be delivered to.

Trading Name/Style :
Company Name :
Address :
Postcode :

Invoices & Statements to be sent to.

Trading Name/Style :
Company Name :
Address :
Postcode :

Telephone Number.

Facsimile Number.

Website.

Telephone Number.

Facsimile Number.

Sales email.

Accounts email.

Names & Addresses of Directors / Partners.

1.	:	
2.	:	
3.	:	
4.	:	
5.	:	
6.	:	

PLC / Limited / Not Limited Company Reg. No. Trading Since.

DELETE AS APPLICABLE

What best describes the main activities of your organisation?

Purchasing Restraints (e.g. Official Orders, Named Personnel, Other.)

1.
2.
3.
4.

Trade Reference 1

Name :
Address :
Postcode :

Trade Reference 2

Name :
Address :
Postcode :

Telephone Number.

Telephone Number.

Facsimile Number.

Facsimile Number.

Bank Details

Name :
Address :

Account Number

Sort Code

Declaration & Authorisation

I hereby authorise the above named bank to provide a reference on me / us in response to any status enquiries it may receive from Walters Limited, subject to the payment of any related fee by Walters Limited.

This authority shall remain in force unless & until cancelled by me in writing.

I have read and understood the **TERMS & CONDITIONS OF SALE** on page 3 of this document and agree that this company will abide by them.

Authorised Signature.

Print Name.

Position in Company.

Date.

TERMS & CONDITIONS OF SALE

These terms and conditions apply to all contracts and override all conditions stipulated by the Buyer and any other agreements between the parties relating to the subject matter hereof are hereby terminated.

Walters Limited (hereinafter called the seller) consists of the following trading activities - All operating from the same location, and are as follows:

WALTERS LIMITED

Supply of stationery products, office consumables, computer supplies, graphics and design requirements.

Sale, Hire and Lease of Office Furniture, Typewriters, Word-Processors, Computers, Dictation and Binding Equipment, Calculators and most items of capital equipment.

Service, repair and maintenance of most makes of office machinery and business equipment.

Specialising in the supply of Konica Photocopiers, Facsimile and ancillary equipment.

1. a) The terms of payment for the company is monthly settlement unless otherwise stated. Should payment be late, there is no entitlement to any discount offered. All prices quoted are subject to VAT and are ruling at date of delivery. All items are subject to availability.
b) If after a request for payment has been made by the seller and monies are not forthcoming from the buyer in total satisfaction of the sum owed, the seller reserves the right to repossess all/any of the goods from the buyer without further notice or to add interest at 8% per annum to the invoice value from the date payment was due until paid for in full.
c) Any costs involved in the recovery of goods or overdue amounts, where there is no acknowledged fault by the seller, including charges for the services of third parties, debt recovery agents, Bailiffs, Courts etc., will be passed in full to the purchaser and are non-refundable once incurred.
2. a) Title to the goods of whatsoever nature and value purchased from the seller shall not pass to the buyer until the seller has received in cash or cleared funds, payment in full the price of goods. In the event of the customers insolvency, receivership or liquidation, Walters Limited reserve the right to enforce the retention of title clause above and the right to recover Walters Limited goods held in the customers or his agents premises. Where goods are lost, damaged, destroyed or non retrievable for any other reason after delivery but before ownership has passed, the customer will indemnify Walters Limited for any loss incurred. If requested, cheques must be accompanied by a current valid Bankers Card and/or other form of identification. The seller reserves the right to pass on charges incurred for cheques not honoured by the payer's bank.
b) Risk of damage to, or loss of, the goods shall pass to the buyer when:
 - i) In the case of goods situated at the sellers premises, at the time when the seller notifies the Buyer that the goods are available for collection.
 - ii) In the case of goods to be delivered to the Buyer, at the time of delivery.
 - iii) If the Buyer wrongfully refuses to take delivery of the goods at the time, the Seller deems the goods to have been delivered.
c) Until Title in the goods passes to the Buyer, the buyer must hold the goods as the seller's fiduciary agent and bailee.
3. Should payment fall into arrears, the Seller reserves the right to suspend credit facilities until such time as the account(s) is/are brought up to date, without notification.
4. Goods ordered and returned may be subject to a 15% handling charge on the condition that the return is approved by the seller in advance, and that the goods are returned in their original packaging and in a saleable condition. Goods made to special order are not returnable. Claims for short delivery or damage must be notified in writing, by fax, or by telephone within three days of delivery. Notification of non-delivery must be made within seven days in the same manner.
5. Discount is not offered on:-
 - i) Stated Nett items and special promotions
 - ii) Certain specially manufactured goods
 - iii) Repair and maintenance services
6. The seller will not accept any liability for personal injury or loss of earnings or profit, resulting from the use of any equipment supplied, hired, loaned, serviced or repaired by the Seller.
7. Delivery dates quoted are approximate and while every effort will be made to meet such dates, Walters Limited will not accept responsibility or liability if any delivery dates are not met.
8. These terms and conditions do not affect your statutory rights.

Contact Names

Office Manager.

Stationery Buyer.

Payment Supervisor.

Equipment Buyer.

Company Profile

Business Base.

Business Type.

No. of Employees.

Turnover

Home.

Manufacturing.

Office.

Last Full Year. £

Office.

Distribution.

Other.

Shop.

Professional.

Factory.

Other.

Credit Limit Required (Maximum). £

Areas of Possible Interest

Stationery.

Cleaning Products.

Business Equipment.

Other. _____

Office Furniture.

PC Consumables.

Printers.

Photocopiers.

Catering Supplies.

Service / Repairs.

THIS SECTION IS FOR INTERNAL USE

Application Details

Application Issued By.

Date.

Application Processed By.

Date.

Intro. Pack Processed By.

Date.

Account Details

Account Authorised By.

Date.

Account Opened By.

Date.

Account Number.

Credit Limit.

Account Type.

Sales Code.

DELETE AS APPLICABLE

Other Details & Notes