

Business Contact Information

Business name:			
Contact name:			
Phone:		Fax:	
E-mail:			
Address:			
Town:		County:	Postcode:
In business since:			
VAT No:		Requested Credit Limit:	
Sole trader: <input type="checkbox"/>	Partnership: <input type="checkbox"/>	Limited liability: <input type="checkbox"/>	Other: <input type="checkbox"/>

Sole Traders / Partnerships Only

Proprietor/Partner Home Address:		
Town:	County:	Postcode:
Additional Partner Home Address:		
Town:	County:	Postcode:

Bank Information

Bank name:	
Branch address:	
Account No:	Sort Code:

Business/Trade References

Company name:		Company name:	
Contact name:		Contact name:	
Address:		Address:	
Town:	Postcode:	Town:	Postcode:
Phone:		Phone:	
Fax:		Fax:	
E-mail:		E-mail:	

Terms & Conditions

1. All invoices are to be paid on the 25th of the month following the date of the invoice.
2. Any claims arising from invoices must be made within two working days of receipt of invoice.
3. All goods remain the property of The Parts Centre until payment is received in full.
4. The Parts Centre may at any time without warning withhold any further orders and or cancel / suspend or close your credit account if you exceed your agreed credit limit or your account payments are consistently late.
5. By submitting this application, you authorise The Parts Centre to make inquiries into the business/trade references that you have supplied.
6. You will be sent an invoice for each purchase and, unless we otherwise agree with you in writing, payment must be made by the last day of the month following the month in which the purchase was made. Any payment to us must be in Pounds Sterling by way of cash, credit/debit card, cheque, BACS, or as otherwise notified by us to you.

7. We may submit invoices either in paper or electronic form, at our sole discretion.
8. You will be sent, unless otherwise agreed, monthly statements showing details of all purchases which have been charged to the Account.
9. If you do not repay the outstanding balance on the Account in full and on time, you may be charged interest at the rate of 2% per month on any such overdue amounts from the due date until payment is made in full. Interest will be calculated on a daily basis and will normally be added to the Account on each statement date. We will notify you of any interest that is charged. Payment for any interest charged should be received by us by the last day of the month following the month in which the interest was added to the Account. If you do not repay the outstanding balance on the Account in full and on time, we may also add to the Account the costs and reasonable charges we incur.
10. We will record your purchasing details and may use this information for product marketing. We will never pass on your details to 3rd parties without your consent.
11. If you do not want to be contacted by us, please tick the following box By providing us with your details you consent to us contacting you to inform you of goods and services, unless you have indicated otherwise above. Under the Data Protection Act you have the right to apply for a copy of the information we hold on you, for this service or to correct any inaccuracies we may charge a small administration fee.

Signatures

Title: _____

Date: ___/___/___

Title: _____

Date: ___/___/___

You can return this form via:

Post

The Parts Centre
 29 Main Street,
 Castlewellan
 Co. Down
 BT31 9DQ

Fax

028 4377 0008

Email

accounts@thepartscentre.com

Office Use

Account No:	Agreed Credit Limit:
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Account Level:	Approved by:
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Notes: _____
