

APPLICATION FOR CREDIT

Please complete this form in its entirety and fax back to (519) 332-3305. In order to expedite this process, **PLEASE INCLUDE ALL FAX AND PHONE NUMBERS FOR YOUR REFERENCES. In order to finalize an application, the owner's social insurance number or driver's license number must be included.**

Company Information

Property Name: _____

Billing Address: _____

City: _____ Province: _____ Postal Code: _____

Purchaser's Name: _____

Ph: _____ Fax: _____

Corporate Number (if applicable): _____

Business Status (please select one) : () Sole Proprietorship () Partnership
() Corporation () Management Group

**** Must be filled out for final approval****

Owner's Name: _____ Owner's Date of Birth: _____

Choose one option:

Owner's Social Insurance Number: _____

Owner's Driver's License Number: _____

Bank References

Bank Name: _____ Branch Number: _____

Contact Name: _____ Ph Number: _____

Supplier References

1) Company Name: _____

Contact Name: _____ Fax: _____
Fax Number Required

2) Company Name: _____

Contact Name: _____ Fax: _____
Fax Number Required

3) Company Name: _____

Contact Name: _____ Fax: _____
Fax Number Required

AUTHORIZATION INFORMATION

Please find below information outlining our terms of credit, and return policy. Please sign below to acknowledge that you have read and agree to the following information.

TERMS OF SALE

We accept cheques, certified cheques, Visa, MasterCard and money orders as payment of your invoice.

In the absence of approval of your application, we will still process any order on a payment in advance basis. Upon approval of your application you will be given open account status. Our terms are Net 30 Days. **True North reserves the right to revoke or suspend open account status at our sole discretion.** In this status, you may still place orders if payment is made in advance of shipment. ****Interest on overdue accounts will be charged at a rate of 1.25%/mth. Any dishonoured cheques are subject to a \$35.00 fee****

SPECIAL ORDERS

True North reserves the right to request up to a 50% pre-payment on special orders prior to shipment of the order at our discretion. Special orders include (but are not limited to) large quantity orders, table linens and bedspreads. **Custom orders are non-returnable.** You will be required to sign your approval of your order to verify its' accuracy.

SHIPPING POLICY

We attempt to ship all orders of in-stock products within 24 hours of the receipt of your confirmed order. Orders received after 3:00 p.m. EST or on Fridays may lapse into the next business day. Courier shipments are generally received anywhere in Canada within 2 to 10 business days dependent on the proximity to our warehouse in Sarnia, Ontario. You will be notified of any back orders. If you wish to have your order held until it can be shipped complete, please direct us to do so at the point of order. ***Any custom order will result in a longer lead time to your door. Please be sure to ask how long your order may take as these lead times vary from product to product.***

WHEN YOU RECEIVE YOUR ORDER

You are responsible for all goods once you've signed for them so be sure that you:

- make sure that the carton count is correct
- inspect all parcels for shipping damage and note any damage on the bill of lading before the driver leaves
- call us immediately when you have a problem

RETURNS

If you decide that the product is unsatisfactory, call us to make arrangements for the return. Credit for the goods will be made to your account when the goods are returned in the original condition. If True North has made an error we will assume all responsibilities for the shipping charges. However, if there has been an error on your part, all shipping charges will be your responsibility. Please note our policy for returns:

- any product to be returned to us must be **pre-approved** by us
- products to be returned must be reported to us within 30 days of the invoice date
- no unauthorized returns will be accepted, and will be refused at our premises
- all liabilities for refused freight remain the responsibility of the shipper
- a re-stocking fee may apply
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CATALOGUE DISCREPANCIES

True North Distributors reserves the right to correct any typographical errors that may be found in any catalogue or flyer. Due to manufacturer variances, some products may not be exactly as shown. Samples may be requested prior to an order. Pricing may also fluctuate as product vendor costs change.

I understand that payment terms are net 30days from the invoice date and interest will be charged at a rate of 1.25%/mth on overdue accounts. Any dishonoured cheques are subject to a \$35.00 fee. I understand that True North reserves the right to revoke terms at any time. In the event that my account goes to a collection agency, I agree that I will be responsible for any and all charges incurred by True North Distributors Ltd., including, but not limited to, all legal fees incurred. I hereby authorize that any information required to process this credit application be released to the credit department of True North Distributors Ltd.

Authorized signature

Position