

## New Account Application

Thank you for your interest in establishing an account with Shippers Supply, Inc. We offer quality products and services that can help your business grow and prosper. We provide a friendly, knowledgeable customer team, as well as a 24 hour e-commerce web-store.

In order for Shippers Supply to serve your company to the best of our ability, please be prepared to share your business strategy. The description should be a brief synopsis of your target customers and your strategy to serve them. Once we understand your company's goals and vision, we can then provide you with the best products, services and solutions we have to offer.

Please take a moment to complete the following application form. Completed forms can be returned to Shippers Supply through fax or email:

- **Fax:** 952-929-3101
- **Email:** [accounting@shippers-supply.com](mailto:accounting@shippers-supply.com)
- Please contact Michelle Hobot directly at 952-285-4004 with any questions you may have.

Upon receipt and approval of your application, we will contact you concerning your account status. Please keep in mind that incomplete applications can delay your new account request.

### TALKING POINTS

As a prospective account, please be aware of the following:

- A new account requires a completed and signed application before any order or quote can be entered
- Fully complete applications are processed, and accounts will be opened within 24 hours.



**Account #** \_\_\_\_\_

**E-Store Login** \_\_\_\_\_

**E-Store Password** \_\_\_\_\_

## New Account Application

### COMPANY INFORMATION

\*Company Name: \_\_\_\_\_

\*Receiving Hours: \_\_\_\_\_

\*Billing Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ \*County \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

Main #: \_\_\_\_\_ Main Fax #: \_\_\_\_\_

Credit Limit Requesting: \$ \_\_\_\_\_

\*PO numbers required on your invoice? Yes  No

\*Sales Tax (check one)

We are subject to payment of sales tax

We are exempt (must attach exemption certificate)

Has your company ever filed for bankruptcy?  
 If yes, what type? \_\_\_\_\_

Date Filed: \_\_\_\_\_

Web Address: \_\_\_\_\_

Duns #: \_\_\_\_\_

Years in Business: \_\_\_\_\_

# of Employees: \_\_\_\_\_

Shipping Address: \_\_\_\_\_  
 \_\_\_\_\_ County: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Location (check one) Business  Residential

(if you have multiple shipping address, please attach separate sheet of paper including that list.)

### FOR OFFICE USE ONLY

Acct #: \_\_\_\_\_

Terms: Net 30  COD

Limit: \$ \_\_\_\_\_

Date: \_\_\_\_\_

Walk-In Yes  No

SSI Sales Rep: \_\_\_\_\_

### INDIVIDUAL INFORMATION

**Buyer 1:** \_\_\_\_\_

Direct Line / Ext.: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Buyer 2:** \_\_\_\_\_

Direct Line / Ext.: \_\_\_\_\_

E-mail: \_\_\_\_\_

\*A/P Contact: \_\_\_\_\_

\*Direct Line / Ext.: \_\_\_\_\_

\*Fax: \_\_\_\_\_

\*E-mail: \_\_\_\_\_

How did you hear about us? (please check one)

Referral by \_\_\_\_\_

Website  Yellow Pages

Trade Show  Mailing List

Other \_\_\_\_\_

### COMPANY DESCRIPTION

**Industry:** \_\_\_\_\_

**NAICS Code:** \_\_\_\_\_

**Brief Description of Your Company:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Customer Description:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Products Carried:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Items of Interest:** \_\_\_\_\_  
 \_\_\_\_\_

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### TRADE REFERENCES (\*Must provide Fax numbers.)

Name:	Phone #:	Fax #:	Acct #:
Street Address:	City:	State:	Zip:
Name:	Phone #:	Fax #:	Acct #:
Street Address:	City:	State:	Zip:
Name:	Phone #:	Fax #:	Acct #:
Street Address:	City:	State:	Zip:

### **BUYER / SELLER AGREEMENT**

By signing with original signature, I hereby represent that I am authorized to submit this application and bind the business identified in this application, and that the information provided is for the purpose of obtaining credit and is warranted to be true.

The business identified in this application acknowledges that this request is for the extension of credit for commercial purposes only and is not intended for the extension of credit for personal, family or household purposes. In order to protect individual identities, unless an individual is intending to act as a guarantor for purposes of securing credit and is required to provide "guarantor" information on this application, no personally identifying information (i.e. Social Security #, driver's license #, bank account information, etc.) should be provided.

The business identified in this application hereby authorizes all banks, financial institutions, trade reference sources, credit reporting agencies and others to release credit information.

In the event of a conflict, the terms and conditions set forth above shall control over any terms and conditions set forth below.

**Buyer and Seller:** As used herein, "Buyer" refers to the party who submits a Purchase Order, which is confirmed by and made subject to these Terms and Conditions. "Seller" means Shippers Supply, Inc. and "Purchase Order" means the purchase order, electronic order or any order submitted by Buyer.

### **TERMS**

1. Open Credit Line: Payment terms are net thirty (30) days from the date of the invoice. All purchase orders are subject to approval by Seller's credit department, which reserves the right to change or withdraw credit terms without notice. Excessive late payments may cause future purchase orders to be shipped to Purchaser on a prepayment or COD credit basis.
2. Money Order
3. COD

### **PRICING**

1. Prices are subject to change without notice due to circumstances beyond our control.
2. Orders are at the price in effect at time of shipment.
3. Pricing is based on net thirty terms; all other terms subject to a pricing review.

## New Account Application

### HANDLING FEES

Fees may be added to any order that fails to qualify as the minimum dollar amount required.

### SHIPPING

1. Orders are shipped F.O.B. our dock, or the factory, at the discretion of the Seller. All orders will be shipped best way unless otherwise specified.
2. Shipping charges are prepaid and added to Buyer's invoices unless other instructions are given in writing.
3. Rush orders: Contact Customer Service for assistance

### RETURNED GOODS

1. Written approval from Seller must be obtained prior to returning. All standard products, in salable condition, with original box, are returnable within 30 days. Your credit or refund will be issued upon receipt and inspection of the goods. Credits expire one year from issue date.
2. Special order items are subject to a restocking charge.
3. Custom products manufactured to customer specifications are not returnable except for defects in quality or workmanship.

### SALES TAX

1. Applicable state, county and local taxes will be added to all invoices shipped within the state of Minnesota. Customer is responsible for reporting sales tax to all other states. If you are tax exempt in the state of Minnesota, a properly completed sales tax exemption form must be completed and turned into Seller's credit department. A copy of the form can be found at [http://www.taxes.state.mn.us/taxes/sales/forms/st3\\_08.pdf](http://www.taxes.state.mn.us/taxes/sales/forms/st3_08.pdf)

### FREIGHT CLAIMS

Please check contents of package before accepting. Buyer's claims for shortage or damage should be filed with the carrier.

### SECURITY AGREEMENT: CREDIT AND COLLECTIONS

To secure payment of all sums due hereunder or otherwise, if Buyer shall fail to make payment when due which payment is not cured within ten (10) days after receipt of notice of the same from Seller, Buyer shall be in material breach hereof and Seller may, without liability to Buyer, withhold performance hereunder, change the payment terms and/or repossess goods theretofore delivered. Title to the goods covered by this contract shall remain in Seller until payment in full is received. In extending any credit hereunder, Seller may charge Buyer finance, service or late charges in an amount not greater than allowed by law, and if Buyer fails to pay according to the terms of this contract, Seller may make such charges and may also collect the amount unpaid with Buyer being liable to Seller for all costs of collection including attorney's fees.

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*Signature of Applicant*

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*Date*

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*Print Name*

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*Title*