



# New Account Credit Application

See Terms & Conditions on Reverse Side

Office Use Only	Account No:
	Sales Rep:

Name (BILL TO) \_\_\_\_\_ Federal Tax ID # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

Fax # \_\_\_\_\_ E-mail \_\_\_\_\_

SHIP TO (if different) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Special delivery Instructions: \_\_\_\_\_

Use blank sheet of paper for multiple ship-to addresses.

Accounts Payable Contact \_\_\_\_\_ A/P Phone # \_\_\_\_\_ A/P Fax# \_\_\_\_\_

A/P E-mail \_\_\_\_\_ A/P E-mail CC \_\_\_\_\_

Send invoices by (please check one)  E-mail  Fax Do you wish to receive a monthly, itemized statement?  Yes  No  
If yes, please check one  E-mail  Fax

Buyer Contact \_\_\_\_\_ Buyer Phone # \_\_\_\_\_

Buyer Fax \_\_\_\_\_ Buyer Email \_\_\_\_\_

Purchase Order number / name required?  Yes  No May we backorder items that are out of stock?  Yes  No

Type of Business \_\_\_\_\_ Year Started \_\_\_\_\_

Type of Ownership  Individual  Corporation  Partnership

PRINCIPALS: Please list full name, mailing address, and telephone number of owner(s)

## Credit Information:

Bank Name \_\_\_\_\_ Account # \_\_\_\_\_

Bank Mailing Address \_\_\_\_\_ Telephone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

Dun & Bradstreet # \_\_\_\_\_

Please list three trade references

1. Name \_\_\_\_\_ Account # \_\_\_\_\_

Street Address \_\_\_\_\_ Telephone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

2. Name \_\_\_\_\_ Account # \_\_\_\_\_

Street Address \_\_\_\_\_ Telephone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

3. Name \_\_\_\_\_ Account # \_\_\_\_\_

Street Address \_\_\_\_\_ Telephone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

The above information is correct to the best of my knowledge and I authorize SWPlus to obtain information from my references for the purpose of establishing an Open Terms Account. As a condition of receiving an Open Terms Account, I hereby agree to the terms and conditions as stated on the back of this application.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

**Application must be signed by owner or officer. Your financial institution will not release information to SWPlus if this is signed by someone other than an owner or officer of the company.**

Wichita, KS (316) 838-7755 Oklahoma City, OK (405) 236-1641

3930 N Bridgeport Circle Wichita KS 67219-3322

[www.swplus.com](http://www.swplus.com)

See Terms & Conditions on Reverse Side

Fax completed application to 316-219-7265, Mail to 3930 N Bridgeport Circle, Wichita KS 67219-3322

# SWPlus

## Terms and Conditions

**Terms inconsistent with those stated herein which may appear on a purchaser's purchase order will not be binding.**

**Typographical and clerical errors are subject to correction. All orders are subject to final acceptance by the seller.**

- **PRICES:** Market fluctuations and price discrepancies make it necessary for us to reserve the right to adjust prices without notice. All prices are in U.S. Dollars and must be paid in U.S. Dollars.
- **PURCHASE ORDERS:** Purchase Orders are accepted from established SWPlus Open Terms Accounts.
- **PAYMENT TERMS:** Payment terms are Net 30 days based from date of the invoice to customers who qualify and have established a SWPlus Open Terms Account. SWPlus Open Terms Accounts are payable by cash, check or ACH transfer. For those who do not qualify, we offer payment options including cash, check or MasterCard and Visa at the time of sale.

To establish a SWPlus Open Terms Account, please fill out the SWPlus Credit Application and return it to our accounting department via USPS, Fax 316-219-7265 or email: [Credit@SWPlus.com](mailto:Credit@SWPlus.com). Any SWPlus Open Terms Account that has been inactive for one (1) year will be considered dormant and required to provide current financial information to reactivate the Open Terms Account. SWPlus Open Terms Accounts that are past due will be subject to new orders being placed on "Credit Hold" until past due invoices are paid. Additionally, SWPlus reserves the right to change any account to "Prepay Status" if the account falls outside of terms. Prepay Status requires orders to be prepaid before shipping and or upon delivery payment is made to driver with a certified check, cashier's check, money order, company check, or cash.

Accounts that are not paid after 30 days will be subject to finance charges.

We agree to pay a service charge of \$30.00 for any checks returned from our financial institution unpaid for any reason.

In the event the Open Terms Account is placed with a collection agency, the customer will be liable for all collection fees and interest associated with collecting the balance in addition to the original invoice amounts.

- **Special Orders:** SWPlus reserves the right to request up to full payment on all special orders at the time the order is placed. Additionally, items that are non-stocked, custom ordered and/or fabricated just for you are non-cancellable and non-returnable for any reason. Items ordered in unusually large quantities are also non-cancellable and non-returnable.

- **QUOTATIONS:** All quotes are valid for 7 days from date of quotation unless otherwise stated. We reserve the right to correct any typographical errors in pricing, descriptions, and terms. For International Quotes, prices do not include Duties, Customs, or Banking Fees.

- **INTERNATIONAL ORDERS:** We will gladly accept any order outside of the U.S.A and Canada. The only accepted form of payment for an international order is Wire Transfer. Please place your order, and we will email you the Order Amount Total including all Fees and Wire Transfer information. Your order will be shipped as soon as the funds are received.

- **TAXES:** Taxes are additional. We collect taxes on orders from customers where applicable. If you are tax exempt please submit a tax exempt certificate to SWPlus to ensure your account is set-up as Tax Exempt. All applicable taxes will be charged for points of delivery. If taxes were not collected and tax liability is later determined by a governmental taxing agency, the purchaser agrees to reimburse all taxes paid plus applicable penalties.

- **SHIPPING CLAIMS:** Claims for short shipment or damaged goods must be noted on the carrier's delivery receipt. **Do Not Throw Out the Shipping Carton** – inspector must see the carton. Claims for inaccurate order filing or concealed damage must be made in writing within 10 days of material receipt. The customer is responsible for inspection of received goods on the **date of delivery**.

- **RETURNED GOODS:** Returns or exchanges are relative to product condition and warranty. Approval for returning any item must have a Return Merchandise Authorization number (**RA Number**) prior to return. Returns must be in new and unused condition in original packaging. Discontinued, shop and weather worn, and unboxed items are excluded and will not be eligible for credit. Returns must be shipped prepaid. Returns are subject to a restocking fee of 25% depending upon the item and reason for return. Credits for returned goods will be issued less applicable handling and restocking charges. No returns after 30 days. Items returned to manufacturer will be credited to the customer's account after SWPlus receives credit from that manufacturer less any applicable handling and restocking charges. **Important – Items shipped to SWPlus without an RMA number will not be considered for credit.**

- **MANUFACTURERS WARRANTY:** SWPlus commits to being an advocate for the customer on all warranty issues. Our staff will work to resolve warranty issues in a timely and satisfactory manner. Please understand that SWPlus does not make determinations on warranty issues and that the decisions are based upon the manufacturers warranty policies.

- **DISCLAIMER OF WARRANTIES:** Any warranties on the product sold are those made by the manufacturer. SWPlus disclaims all warranties, either expressed or implied, including any implied warranty of merchantability or fitness for a particular purpose. SWPlus does not assume nor authorize any other to assume for it any liability in connection with the sale of any products. Purchaser shall not be entitled to recover from SWPlus any consequential damages, damages to property, damages for loss of use, loss of time, loss of profits or income, or any other incidental damages.

RESALE EXEMPTION CERTIFICATE

I Hereby Certify: That I hold valid retailer registration No. \_\_\_\_\_ issued pursuant to the sales and compensating tax laws in the state of \_\_\_\_\_ ; that I am engaged of the business of selling:

That the tangible personal property described herein, which I shall purchase from SWPlus will be resold by me in the form of tangible personal property. Provided, however, that in the event any of such property is used for any purpose other than retention, demonstration, or display while holding it for sale in the regular course of business, it is understood that I am required by sales and compensating law tax to report and pay tax, measured by the purchase price of such property. Description of property to be purchased:

Date \_\_\_\_\_, \_\_\_\_\_

(Signature of Officer)

Under "description of property to be purchased" there may appear an itemized list of the particular property to be purchased for resale, or a general description of property to be purchased for resale. Each retailer accepting a resale exemption certificate containing a general description of resale property does so at the retailer's own risk and may be held liable for tax on sales when a particular item sold is not of the type normally resold in the purchaser's business. If a purchaser buys property for resale which is not of the type normally resold in the purchaser's business, the retailer shall require the purchaser to issue a specific resale exemption certificate containing a statement that the particular property is being purchased for resale in the normal course of purchaser's business.

**IMPORTANT:** Certificate must be signed by authorized officer, if a corporation, or by a partner or owner.

Office Use Only

Ref Ltrs Sent \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_  
Terms \_\_\_\_\_ Limit \_\_\_\_\_ Tax Code \_\_\_\_\_ Credit Mgr \_\_\_\_\_  
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Zone # \_\_\_\_\_ Stop # \_\_\_\_\_ Operations Mgr Initials \_\_\_\_\_  
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Allow Substitutes \_\_\_Yes \_\_\_No Auto Pricing \_\_\_Yes \_\_\_No Price Notification Update \_\_\_Yes \_\_\_No  
Market Segment # \_\_\_\_\_ Account Rating \_\_\_\_\_ SIC Code \_\_\_\_\_ Sales Rep Initials \_\_\_\_\_