

MEMO FOR CREDIT APPLICANTS

Thank you for requesting an application for credit from Vermont Hardwoods. We are pleased to offer our terms of Net 30 Days to all qualified applicants, provided you complete at least one order prepaid by check or credit card, or COD.

However, we would like you to know up front that our terms are very strict. The terms of Net 30 Days applies to each individual invoice, and each invoice is expected to be paid on time. While we are not a finance company, we will act as one if forced; a finance charge will be assessed on all invoices still unpaid after 30 days, and every 30 days thereafter that it remains unpaid.

If you have any question of your ability to pay your invoices within 30 days we ask that you choose alternative payment options. Collection procedures are no fun for us or you, and cost everyone in the long run. COD is available at an additional cost of \$9.00 per shipment, so we recommend Visa, MasterCard, American Express or the Novus family of cards (Private Issue & Discover).

When your fill out the application:

- ▶ If you have a preprinted information sheet with references etc. we still need you to fill out the "Company Information" and "Agreement" sections.
- ▶ Type or write clearly.
- ▶ Please be sure to complete each section, including the back.
- ▶ Use only references that you currently have open accounts with.
Any accounts that you pay by Credit Card or COD terms, do not qualify as references - please do not list them.
- ▶ Inclusion of Fax and Account numbers usually expedites the process.

The following suppliers will NOT provide credit references!

PLEASE DO NOT LIST THEM!

Don Mar * Larson Juhl * Victor Moulding
G&G Moulding * F Schumacher & Co
Nurre Caxton * Nielsen-Bainbridge

We take your request for an open account with us as intention of long-term business with Vermont Hardwoods. We thank you for that and look forward to a mutually profitable relationship.

If you have any questions please do not hesitate to contact us. We will gladly help you in any way we can.

Thank You,

Credit Department
Vermont Hardwoods

CREDIT APPLICATION

----- COMPANY INFORMATION -----

Applicant Name

Actual Business Name (if different)

Street Address

City, State, Zip Code

Phone: (____) ____-____ Fax (____) ____-____

Mailing Address (only if different)

Street or P.O. Box

City, State, Zip Code

E-Mail address

Web site

Business Structure:

Names of *all* owners / officers:

Title

- Sole Proprietorship _____
 - Partnership _____
 - Corporation _____
- Month/Year started ____/____ _____

Person responsible for paying this account: _____ Federal ID Number _____

Phone number at which they can be reached (____) ____-____ (or Social Security # if individual or partnership)

----- REFERENCES -----

Your Bank Name: _____

Mailing Address: _____

City, State, Zip: _____

Contact Person: _____

Telephone # (____) _____

Account #(s): _____

Suppliers (who you currently buy from on a *credit* basis):

Name

Address

City, State, Zip Code

Account Number

Phone: (____) ____-____ Fax (____) ____-____

Name

Address

City, State, Zip Code

Account Number

Phone: (____) ____-____ Fax (____) ____-____

Name

Address

City, State, Zip Code

Account Number

Phone: (____) ____-____ Fax (____) ____-____

Name

Address

City, State, Zip Code

Account Number

Phone: (____) ____-____ Fax (____) ____-____

See reverse side for agreement and signature.

