**Compass Truck & Tool Repair**

**2047 Route 9D**

**Wappingers Falls, NY 12590**

# 845-831-8827

Today’s Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APPLICATION FOR CREDIT EMAIL:** **DENISE@COMPASSTRUCK.COM** **OR FAX TO 845-298-8587**

*FOR EXPEDIENT PROCESSING OF THIS APPLICATION, ALL SPACES MUST BE FILLED IN.*

*PLEASE INSERT “N/A” WHERE NECESSARY.*

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| --- |
| Firm Name: Business Phone Number (include Area Code) |
| Email Address: Fax Number (Include Area Code) |
| Trade Name or DBA Ever Filed Bankruptcy? NO\_\_\_\_\_\_\_\_\_YES\_\_\_\_\_\_\_\_WHEN?\_\_\_\_\_\_ |
| Street Address: City: State: Zip Code: |
| Accounts Payable Contact: Accounts Payable Phone:  |
| Accounts Payable Email: Fax: |
| Amount of Credit Desired: Federal Tax ID# |
| Billing Address (If Different from Above) City: State: Zip Code:  |
| Corporation Partnership Proprietorship Ltd. Partnership |
| Type of Business: (Restaurant, venue, catering, church, corporation Etc.) If Incorporated, State & Year Incorporated |
| Year Established:  |
| Name of Owners, Partners Or Officers: Include: Name, Title, Soc.Sec. # Residence Address, Phone number & Emails Address |
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|  |
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Are purchase orders required? \_\_\_ Yes \_\_\_ No

Names of persons authorized to make purchases:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**TERMS AND CONDITIONS:**

The persons signing this application certify that all of the information contained herein and on any attachments is true and correct to the best of their information, knowledge and belief, and is given for the purpose of obtaining credit. Applicant hereby authorizes Compass Truck & Tool Repair, LLC to investigate the references listed herein pertaining to applicant’s credit and financial responsibility.

Applicant’s signature attests financial responsibility, ability and willingness to pay our invoices in accordance with our terms and conditions which are a part of this application. The undersigned shall be responsible for all court costs, attorney’s fees and collection costs Compass Truck & Tool Repair, LLC may incur in enforcing the terms of this agreement. If legal action becomes necessary, it is also agreed that this or any contemporaneous or subsequent agreement will be governed at to validity, interpretation, construction, effect, and in all other respects by the law of the State of New York.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Officer’s or Owner’s signature)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Title)

In consideration of your extending credit at my request to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (herein-after referred to as the “company”), of which I am \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ I hereby absolutely and unconditionally personally guarantee the full and punctual payment of any obligation of the company and I hereby bind myself to pay you on demand any sum, including all costs of collection and reasonable attorney’s fees, which may become due you by the company whenever the company shall fail to pay the same. It is understood that this guaranty shall be a continuing and irrevocable guaranty and indemnity for such indebtedness of the company. I do hereby waive notice of demand, protest or default and consent to any modification or renewal of the credit agreement hereby guaranteed.

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Guarantor of Company - Sign without Title

Witness: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Printed Name of Signatory

CREDIT AND COLLECTION POLICIES

Keep this information for your records

Compass Truck & Tool Repair, LLC welcomes the opportunity to extend an open line of credit to organizations with which we will be doing business. We have prepared this policy statement to explain our credit terms. If this does not answer all of your questions, please contact our Credit Department. We look forward to a mutually beneficial relationship.

A. GRANTING OF CREDIT

 1. A line of credit will be granted on the basis of the results of a credit investigation by the Credit Department as to the credit history and financial strength of the applicant in question.

 2. All customers are requested to complete and sign our credit application, which will provide the credit information needed to support the line of credit extended. This information will be held in strict confidence by Compass Truck & Tool Repair LLC. If additional information or clarification is needed, the applicant will be contacted by Compass Truck & Tool Repair Credit Department.

 3. Payment in advance will be required when an applicant’s credit history precludes the extension of open account credit, a collection problem exists, or the urgency of the shipment precludes a normal credit investigation. These terms will be administered by the Credit Department as required.

B. TERMS

 1. All orders presented to Compass Truck & Tool Repair, LLC will have terms of Net 30 Days of invoice unless otherwise specified by prior agreement. No terms or conditions of purchase orders different from the terms of Compass Truck & Tool Repair, LLC will become part of any rental or sales agreement or other document unless specifically approved in writing by Compass Truck & Tool Repair, LLC.

C. INVOICE ERRORS OR DISCREPANCIES

 1. If an account believes there is an error on an invoice, they should contact Compass Truck & Tool Repair, LLC Credit Department. It is then Compass Truck & Tool Repair, LLC responsibility to investigate that error and resolve it as soon as possible.

 2. Holding payment on a full invoice or the entire account when only part of an invoice may require adjustment will be considered a violation of Compass Truck & Tool Repair, LLC terms and will subject the entire invoice or account to finance charges.

D. “NOT SUFFICIENT FUNDS” (NSF) CHECKS

 1. A $30.00 charge will be assessed for all checks presented for payment which are returned to Compass Truck & Tool Repair, LLC due to insufficient funds, and will be treated the same as an invoice for collection purposes.

 2. If an account submits two such “NSF” checks, the account may be placed on a “certified funds only” status for a minimum of six months. After that time, a new credit application must be submitted and a new credit investigation will be performed. Based upon the results of this investigation, the Credit Department may elect to return the account to open status or maintain the account on a “certified funds only” status.

E. COLLECTION POLICY

 1. A “Statement of Account” will be sent the first of each month to all accounts with a balance due. This statement will list all open invoices. This is a useful tool for the account to verify that their records agree with those of Compass Truck & Tool Repair, LLC.

 2. In the event that payment of an invoice becomes past due, the account will be contacted by Compass Truck & Tool Repair, LLC Credit Department to determine of any problems exist with the invoice. If the account believes there is an error on the invoice, the Credit Department will contact the appropriate rental location to have that error investigated and resolved as soon as possible.

 3. If there are no discrepancies on the invoice, the account will be reminded of our terms, including finance charges, and asked when payment will be forthcoming. If an agreement cannot be reached as to a mutually acceptable payment date, the account will be placed on credit hold, which will preclude the future orders on an open credit basis until the account is no longer delinquent.