



**PROPER JOB**  
SUPERSTORES LTD

# Credit Account Application Form

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You can also find us at [www.properjob.biz](http://www.properjob.biz)



# Credit Account Application Form

To be completed by the owner/director/company secretary of the company applying for credit.

Please complete all sections of the form.

## Your Business Details

Name .....

Trading Name (if different from above) .....

Address .....

..... Postcode .....

Email .....

Previous Address (if less than three years at present address) .....

..... Postcode .....

Sales Contact .....

Telephone ..... FAX .....

Email .....

Accounts Contact.....

Telephone ..... FAX .....

Email .....

Trading Style (please tick)

☐ Sole Trader ☐ Partnership ☐ Ltd Company ☐ LLP ☐ Other

Company Registration No .....

Please supply proof of your address such as a copy of a current utility bill and a sample of your business letterhead.

Have any of the principals (directors/partners/trustees or proprietor) been involved in a Liquidation/Bankruptcy/IVA/CVA/receivership or had any CCJ's registered against them?

☐ Yes ☐ No

Date Establish ..... VAT No. ....

When does your financial year end? Day.....Month.....

Is your business VAT exempt? ☐ Yes (if yes, please enclose certificate) ☐ No

Payment Method ☐ BACS ☐ Cheque ☐ Cash

Monthly Credit Limit Required £.....

## BACS DETAILS:

ACCOUNT NAME: Proper Job

SORT CODE: 30-99-51

ACCOUNT NUMBER: 5100 0868

### Registered Office Details (if applicable)

Name .....

Address .....

..... Postcode .....

Company Registration No. ....

### Names and Home Addresses of Proprietor/Directors/Partners/Trustees

Name ..... Date of Birth.....

Address .....

..... Postcode .....

Telephone .....

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Name ..... Date of Birth.....

Address .....

..... Postcode .....

Telephone .....

### Names and Addresses of two Trade References

Name .....

Credit Limit £.....

Payment Terms.....

Address .....

..... Postcode .....

Telephone.....

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Name .....

Credit Limit £.....

Payment Terms.....

Address .....

..... Postcode .....

Telephone.....

## Your Bank Details

Bank Name.....

Address .....

..... Postcode .....

Sort Code 

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Account No. 

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### Please supply the bank name, sort code and account number of other accounts

Bank Name .....

Sort Code 

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Account No. 

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Bank Name .....

Sort Code 

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Account No. 

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## Declaration

I/We confirm that the information given in the (Credit Account Application Form) is in all respects true and accurate.

I/We confirm that I/We have read, understood and agree to your terms and conditions of (Sale/Business) and I/We irrevocably accept that those terms and conditions shall supersede and override and other external term, condition or and other Unauthorised attempt to vary the contract between Me/Us and Proper Job Superstores Ltd. I/We confirm that I/We have the appropriate and ostensible authority to sign this application on behalf of the applicant.

**Retention of Title:** I acknowledge and agree that all goods supplied by Proper Job Superstores Ltd (the Company) shall remain the property of the Company until fully paid for as detailed under clause 9 in your terms and conditions ("Retention of Title").

**Data Protection Act 1998 Notice:** Words shown in *italics* are defined in the Data Protection Act 1998 ("The Act"). Where I/We provide you with personal data, I/We understand that the data will be held securely in confidence and processed for the purpose of carrying out your wholesaling supply business and associated activities. In considering my/out application, I/We accept that you may consult with and disclose the data to credit reference agencies, banks credit consumers and other responsible organisations outside your business that you have nominated ("third parties") and that such third parties may process the data. I/We also confirm that I have read, understood, agree to and am aware of the consequences described within your terms and conditions under clause 2 ("Basis of Sale") and clause 13 ("Data Protection Act 1998"). I/We understand that under the Act, I/We have the right to know that data you hold on me/us if I/We apply to you in writing and pay the applicable fee.

From time to time, we may use your data for marketing purposes. Please tick here if you do not wish to receive marketing information from us by direct mail, email or SMS with information about goods and services similar to those, which were subject of a previous sale or negotiations of a sale to you. Please note: this will preclude you from receiving any of our special offers or promotions. ☐

**To be signed by the Owner/ Director/ Company Secretary of the company applying for Credit**

Print Name .....Signature.....

Date.....

**To be completed by the Branch**

**Any other information**

Date.....

Branch.....

Staff Name.....

**OFFICE USE ONLY**

**To be completed by Credit Services**

Date.....

Credit Limit Approved £.....

Approved By.....

Signed.....

**In the case of a non Approved Credit Reference Check**

In the unlikely event that the application for credit fails to meet the Company's credit checking criteria for any reason, the Buyer shall not be entitled to open a credit account unless and until the Director's Personal Guarantee has been signed.

**Credit Guarantee**

**To be signed by the Owner/ Director/ Company Secretary of the company applying for Credit**

In consideration of your agreeing to supply goods to the applicant company on credit, we the undersigned being owner/director/directors of the applicant company jointly and severally guarantee payment of all the financial obligations to Proper Job Superstores Ltd and its subsidiaries and successors including financial obligations arising from the increase in the credit limit granted by Proper Job Superstores Ltd or its subsidiaries and successors from time to time following review of the applicant company's account.

Signature..... Print Name.....

Address .....

..... Postcode .....

Date.....

Signature..... Print Name.....

Address .....

..... Postcode .....

Date.....