

# New Customer Application Form



Please Complete using **BLOCK Capitals** and return with your official letterhead covering letter to the address on Page 2

<b>1.</b>	<b>Trading Name:</b> _____		
<b>2.</b>	<b>Your Company:</b> _____		
	Date of Incorporation: _____	VAT Number: _____	
	Number of Employees: _____		
	Authorised Buyer: _____	Position: _____	
	Accounts Contact: _____	Position: _____	
<b>3.</b>	<b>Invoicing &amp; Delivery Information</b>		
	<b>Delivery Address</b>	<b>Trading Address</b>	<b>Invoice / Statement email Address</b>
	Address: _____	_____	_____
	_____	_____	
	_____	_____	
	Post Code: _____	_____	
	Telephone No.: _____	_____	
	General email address _____	_____	
<b>4.</b>	<b>Account Requirements</b>		
	Expected Annual Turnover at Little Wolds Ltd:	£ GBP: _____	€ (Euro's): _____
	Credit Limit Required:	£ GBP: _____	
	Type of Account Requested:	<b>Credit Account:</b> <input type="checkbox"/>	<b>Pro-forma Account:</b> <input type="checkbox"/>
<b>5.</b>	<b>Do you intend to hold Stock or Drop Ship:</b>		
	Hold Stock <input type="checkbox"/>	Drop Ship <input type="checkbox"/>	
<b>6.</b>	<b>How Do You Trade?</b>		
	Retail Outlet Only: <input type="checkbox"/>	Mail Order Service: <input type="checkbox"/>	Web Only: <input type="checkbox"/>
	Do you Retail on 3 <sup>rd</sup> Party Sites such as.... <input type="checkbox"/> Yes (If Yes, Please Provide details below)		<input type="checkbox"/> No
	Amazon or eBay? <input type="checkbox"/>		
	Onbuy <input type="checkbox"/>		
	Web Address for Customers <input type="checkbox"/>		
<b>7.</b>	<b>Which Products Available through Little Wolds Ltd, are you interested in? (Please List)</b>		
	Clothing <input type="checkbox"/>	Accessories <input type="checkbox"/>	
		Other <input type="checkbox"/>	
		If other please Specify <input type="checkbox"/>	
		_____	
		_____	

8. **Company Structure** (Please complete the appropriate section)

<b>Limited Company / PLC</b>	<b>Proprietor or Sole Trader</b>
Full Company Name: _____	Full Name of Individual: _____
Registered Address: _____ _____ _____	Home Address of Applicant: _____ _____ _____
Post Code: _____	Post Code: _____
Telephone No: _____	Telephone No: _____
Country of Registration: _____	Email Address: _____
Registration No: _____	Mobile: _____
Email Address: _____	
Managing Director: _____	

9. **PARTNERSHIP**

**Full Name & Addresses of All Partners**

Number of Partners:  *If more than two continue on separate piece of Paper*

<b>Partner 1</b>	<b>Partner 2</b>
Name: _____	Name: _____
Home Address: _____ _____ _____	Home Address: _____ _____ _____
Post Code: _____	Post Code: _____
Telephone No: _____	Telephone No: _____
Email Address: _____	Email Address: _____

10.

**Credit Reference 1**

**Credit Reference 2**

Company: _____	Company: _____
Address: _____ _____ _____	Address: _____ _____ _____
Post Code: _____	Post Code: _____
Telephone No: _____	Telephone No: _____
Fax No: _____	Fax No: _____
Email address: _____	Email address: _____

**Authorisation**

*Being an authorised signatory of the business, I have read and accept your Terms & Conditions of Trading and Agreement that payment of all accounts will be received by you (as supplier) within the stated credit terms and acknowledge that our adherence to this obligation is the essence of the contract between us. I also agree that to the best of my knowledge all information provided on this form are correct.*

\_\_\_\_\_

Full Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Position / Job Title

\_\_\_\_\_

Date

**Please Return Form to**

Email: [sales@littlewolds.co.uk](mailto:sales@littlewolds.co.uk)

America Farm | Fordon Lane | Staxton | Scarborough | North Yorkshire | YO124TG

Tel No. +44 (0) 1377 267090

Website: [www.littlewolds.co.uk](http://www.littlewolds.co.uk)

## Little Wolds Ltd Trading Terms & Conditions

### Carriage

All orders with a value above £50.00 are carriage free.

### Delivery

All products will be shipped using a **48 Hour** or **24 Hour** delivery service depending on the delivery service purchased upon checkout.

All products will be shipped the same day if orders are placed **before 16:00**.

In the event of a delayed delivery schedule, unless we receive written confirmation for the cancellation of goods, the said goods will be invoiced as soon as available and the buyer must stand by the original order. The customer must advise Little Wolds Ltd of any partial loss, damage or non-delivery of consignment's within 24 hours of receiving the order onto the customer's premises. No claim can be considered if the consignment has been appropriately signed-for to declare that the goods are complete and in good condition. The responsibility of the goods ends when Little Wolds Ltd hand the consignment to the carrier and provide a tracking number. The sole responsibility of the goods is then handed to the customer.

### Returns

Returns for none faulty goods are at the discretion of Little Wolds Ltd and a 20% restocking fee for the initial order value will be taken.

Returned goods shipments are to be arranged via the customer and Little Wolds Ltd will accept no responsibility for returned shipping costs.

Goods returned without prior agreement will be returned to the customer and carriage charges will be invoiced for the required amount. Any goods returned in a 'soiled' or damaged condition will not be subject to refund.

Any goods returned for repair or replacement are subject to manufacturer guidelines and if a UK replacement is not available for immediate dispatch, the customer will be notified of back order status. Any repairs attempted by a third party other than Little Wolds Ltd or the manufacturer will invalidate any remaining warranties. Any faulty goods sold via a retail outlet to 'end user', will be accepted by the retailer and returned to Little Wolds Ltd for replacement. 'End users' replacements will not be dealt with directly by Little Wolds Ltd and therefore retailers must not advise their customers to contact us directly.

### Payment

The buyer must pay for the goods no later than **30 days** from the invoice date when using a credit account. Persistent late payment will result in the full withdrawal of all credit facilities and the customer may be subject to legal action.

Payment methods available:

**Bank Transfer - ACC 76863860 - SRT 30-96-26 IBAN GB22LOYD30962676863860 – BIC LOYDGB21446**

**Bank Address Lloyds Bank, 1 St Nicholas Street, Scarborough, North Yorkshire, YO11 2YY, UK**

All payments, regardless of method must quote the applicable invoice number with relation to your consignment.

### Interest

Interest at **2% per month** will be charged on overdue invoices not settled within the stated payment terms at the discretion of Little Wolds Ltd.

**Please Return Form to**

Email: [sales@littlewolds.co.uk](mailto:sales@littlewolds.co.uk)

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**Pricing Structure**

All trade accounts must have a minimum turnover of £12,000 per annum with Little Wolds Ltd. Any accounts that do not meet this minimum purchase amount may be closed without further notice.

All orders above the **£15,000.00 + VAT** threshold will be subject to a **2% discount** on the total order value.

All pricing structures are subject to change at the discretion of Little Wolds Ltd, however it is our duty to send new pricing structures to all Trade clientele, 30 days prior to price change.

**Premises and Location**

Little Wolds Ltd reserves the right not to give full account status to new accounts that are in close geographical proximity to existing retail customers. This policy can also be applied when an existing customer opens in a new premises/location.

**Selling On**

Little Wolds Ltd acts as distributor upon the brands we represent. We therefore reserve the right to withdraw any account status from customers who are actively re-selling our products to other retail businesses, thereby contravening our ‘premises and location’ policies.

**Law**

The contract between the supplier and customer shall be subject to English Law and the parties submit to the exclusive jurisdiction of the English courts.

**Please allow up-to 28 days from the date of receipt in order to process this form. Please note that completion of this form does not guarantee a trade account will be granted by Little Wolds Ltd.**

**SIGNATURE** .....  
**DATE** .....  
**NAME** .....  
**COMPANY** .....

**Please Return Form to**  
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