### **DURABIKE LOCKER LLC**

### A California Company

# **Credit Application Directions**

In order for your application to be processed, please read the following:

#### **Required Information**

To ensure timely processing of your application, please fill out all applicable fields. DuraBike Locker LLC uses Dunn and Bradstreet as a credit check tool, therefore to ensure that we are pulling the correct D&B information please provide your D-U-N-S number on the application.

Submit the following information, if applicable:

- Authorization to Release Bank Account Information
- Signed W-9 Form
- Resale or Sales Tax Exemption Certificate
- Proof of General Liability Insurance

Please provide the contact information for your accounts payable or billing department. Applications will not be processed without this information.

#### **Credit References**

Please notify the companies and bank(s) that you list as references prior to sending in the application. DuraBike Locker LLC will **FAX** these companies a credit request form, thus it is imperative that you include the company's correct fax numbers. The pace at which your application is processed is ultimately determined by how fast DuraBike Locker LLC. receives these completed reference forms.

#### **Submitting Application**

Please e-mail the completed application to the sales person you are working with and any additional information you would like to include to DuraBike Locker LLC accounting.

#### **Credit Decisions**

DuraBike Locker LLC. has received all of the necessary components, a decision will be made promptly. DuraBike Locker LLC. will notify the sales associate you are working with of our decision.

Thank you for your order and your desire to obtain credit with DuraBike Locker LLC. If you have any questions or concerns about this process, please contact your DuraBike Locker LLC. sales associate at **1-800-722-2453**.

For your own records, we have included our W-9 form. Please give this to your accounts payable department.

# **Credit Application**

Thank you for your desire to obtain credit with DuraBike Locker LLC. Please note that applications cannot be processed without all fields filled out, especially a **SIGNATURE**, **ACCOUNTS PAYABLE CONTACT INFORMATION**, **DESIRED CREDIT AMOUNT**, and list of **CREDIT REFERENCES** (including their fax numbers). If you would like to provide a list of credit references on a separate sheet feel free to do so.

Please provide contact information for the person filling out this application in case of questions: Name: Phone: E-Mail: **Company Information** Firm or Business Name: Doing Business as (DBA): \_\_\_\_\_\_ City/State: \_\_\_\_\_\_ Zip: \_\_\_\_\_ Billing Address: \_\_\_\_\_ Zip: \_\_\_\_\_ **Shipping Address:** \_\_\_\_\_ City/State: \_\_\_\_ \_\_\_\_\_ Fax Number: \_\_\_\_ Phone Number: D-U-N-S Number, if known: **Accounts Payable Information:** \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Name: Estimated Maximum Credit Desired: Bank Reference – PLEASE ALSO SIGN AND PROVIDE THE BANK REFERENCE RELEASE FORM ENCLOSED IN THIS PACKET. Name of Bank: Bank Account #: Phone #: Fax #: **Credit References** Please provide trade references that you have established credit limits in line with the amount that you are requesting. **TELEPHONE AND FAX NUMBERS MUST BE PROVIDED** 1) Address: Phone: Phone: Fax: Fax: Email: Email: Contact: Contact: 3) Name: Address: Address: Phone: Phone: Fax: Fax: Email: Contact: Contact:

# **Credit Application**

I understand I am applying for credit with DuraBike Locker and agree to the Terms and Conditions of DuraBike Locker LLC. Furthermore, I represent that the above information is true and correct to the best of my knowledge. I authorize DuraBike Locker LLC to make such credit investigation as necessary, including contacting your trade references and banks to obtain credit and trade information I authorize all trade references, banks, and credit reporting agencies to disclose and provide all information concerning the financial and credit history of my company and me. Additionally, the undersigned agrees to pay all reasonable attorneys' fees, collection fees, return check fees, and finance and late charges due (subject to any limitations imposed by law), if DuraBike Locker LLC is required to collect and is judged to be the prevailing party. The undersigned agrees not to transfer or assign this agreement without the prior written consent of DuraBike Locker LLC and agrees to give written notice to DuraBike Locker LLC prior to the sale or transfer of all or substantially all of the stock or assets of our business. If undersigned fails to do so, company or person shall remain fully liable for any unpaid balances, interest or, fees. The undersigned agrees to (if requested by DuraBike Locker LLC provide current Financial Statements and / or Payment Bond, and / or personal guarantee(s) as a part of the credit approval requirements."

Company Name:		
Name:	Title:	
Signature:	Date:	

#### DuraBike Locker ~ LLC Standard Terms & Conditions of Sale

**TERMS:** Terms of Sale are Net 30 Days, based upon approval of credit. All products are shipped F.O.B. point of origin with shipping charges added to invoice. Delinquent accounts will be liable for the invoice amount, finance charges of 2% per month, attorney fees and costs incurred to collect the past due amount. Purchase orders originating outside of the United States and Canada require prepayment.

**CREDIT:** To establish an account and a line of credit, a customer must be within the United States and must complete a credit application with our credit department. A credit application will not be accepted without a signature from an appropriate purchasing agent. Customers can request a credit line that will be investigated with our credit department for approval. Customers within the United States without a credit history may purchase products and pay by check, ACH/Wire (wire transfer fees may apply), or credit/debit card.

**PLACING ORDERS:** Order placement requires an electronic copy or a hard copy of a purchase order, or a signed quotation. No verbal purchase orders will be accepted. If no hard copy purchase order or signed quotation is provided, seller will not assume responsibility for errors related to, but not limited to, date of shipment, destination of shipment, items shipped or quantity of items shipped. Purchase orders originating outside the Unites States and Canada require prepayment at time of order entry. Call our Sales department for details.

**PRICING:** Price quotations are valid for 30 days. Pricing is subject to change without notice. Orders shipping more than 365 days from date of placement are subject to a minimum 10% escalation fee per year.

**TAXES:** Sales tax amount listed on sales orders is estimated based on current tax rates. Final sales tax is subject to tax rates at the time of actual shipment. Customers exempt from sales tax must provide exemption documentation at the time of placing the order. DuraBike Locker LLC is unable to remove sales tax from an invoice once an order ships and therefore will not issue a refund for exemptions sent in after the product has shipped.

**WARRANTY:** DuraBike Locker LLC warrants its products against defects in workmanship and materials for a period of one year from the date of delivery for all products consisting of TGIC powder coat or stainless steel finishes, for a period of two years on products consisting of PVC rubber dip over galvanized finishes, and for a period of five years on products consisting of a galvanized finish. Please see complete warranty for more information.

**LEAD TIMES:** Lead times are estimated at the time of quotation. The Estimated Ship Date on the order is an estimate only. DuraBike Locker LLC will do everything possible to ship by or before that date but do not guarantee shipment by that date.

**STORAGE FEES:** Customer de lays in ship date greater than one week after notification that order is ready to ship will incur storage charges at the rate of 1% of the sale amount per week.

**FREIGHT CLAIMS:** INSPECT FREIGHT IMMEDIATELY UPON DELIVERY. Buyer is responsible for verifying the quantity and condition of the shipment upon receipt. Any concern related to the quantity of packages received must be noted on the freight bill. Any noticeable damage to the packaging must be described on the freight bill and a freight claim should be filed. Suspected hidden freight damage must be noted on the freight bill, then all products should be inspected immediately and reported to the freight carrier within three days of delivery. BUYER IS RESPONSIBLE FOR REPORTING HIDDEN DAMAGES WITHIN 5 DAYS FROM RECEIPT OF DELIVERY. DuraBike Locker LLC will make every effort to file a freight claim. It is important that upon receipt, the buyer or freight recipient inspect and count freight.

**RETURNS/RESTOCKING FEE:** Products may not be returned to seller without prior written approval. Returns must be sent freight prepaid. Returns will be subject to a restocking charge of 50% of the purchase price. All freight costs associated with returns from the desired shipping point to DuraBike Locker LLC are the customer's responsibility. Materials that qualify for return must be returned within 120 days of invoice date. All materials returned must be in a new and unused condition to warrant any credit consideration.

**INSTALLATION:** It is agreed that all products must be installed as designed per DuraBike Locker LLC recommended installation instructions. DuraBike Locker LLC is not responsible for ensuring the installation area is suitable for installation.

NOTE PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

- PRODUCT DESCRIPTIONS MAY VARY.
- PRODUCTS MAY BE SUBSTITUTED WHEN NECESSARY, WITH CUSTOMER APPROVAL.
- ANY CHECKS OR ELECTRONIC DEBIT AUTHORIZATION THAT ARE RETURNED FOR ANY REASON WILL BE CHARGED A \$30 NON-SUFFICIENT FEE

## **DuraBike Locker LLC**

### **A California Company**

3790 Bradview Drive, Sacramento CA 95827 (916)363-7225 (916)363-0225 (fax) durabikelocker.com (web)

# Request for Preliminary Notice Information

Please complete the requested information below and return by fax or email. Your order may be delayed if this information is not received within 3 working days. If this is a public works job, please provide bonding information. Releases will be processed in a timely manner upon request. Thank you for your cooperation.

Project Name:	
Contact Name & Phone Number:	
Customer (Buying Co.)	
Address:	· · · · · · · · · · · · · · · · · · ·
Contact Name & Phone Number:	
Lender/Bonding Company: _	
Address:	
Phone Number	