

**Credit Application**

Name of Business \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

Structure of Business Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Proprietorship \_\_\_\_\_

If a Corporation In Which State \_\_\_\_\_ Date of Incorporation \_\_\_\_\_

Officers of Corporation \_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

**If a Corporation, a current financial statement must be attached.**

Type of Business \_\_\_\_\_

Resale Number \_\_\_\_\_ Annual Sales \_\_\_\_\_  
**(In California, a copy of the signed resale certificate must be provided along with the application.)**

If a Partnership or Proprietorship, Date Business Started \_\_\_\_\_

**Full Name and Home Addresses of all Partners or Owners:**

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone Number ( ) \_\_\_\_\_ Email Address \_\_\_\_\_

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone Number ( ) \_\_\_\_\_ Email Address \_\_\_\_\_

**Credit Information**

Name of Bank \_\_\_\_\_

Branch Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Branch Phone Number ( ) \_\_\_\_\_

Checking Account Number \_\_\_\_\_

Saving Account Number \_\_\_\_\_

**Supplier Information/Credit References**

(Please List Your Highest Suppliers)

Full Name \_\_\_\_\_ Account # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

Full Name \_\_\_\_\_ Account # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ City \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

Full Name \_\_\_\_\_ Account # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ City \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

**Personal Guarantee Agreement**

I/We understand that Graphics International, referred to herein as creditor, grants credit to the requestor, referred to herein as the debtor, and in consideration of such credit, I/we agree with the credit as follows:

- 1) I/We guarantee unconditionally and promise to pay creditor all debtor's indebtedness to credit, without limitation as to amount.
- 2) The indebtedness shall include on that indebtedness incurred on or after the date of this agreement.
- 3) This is a continuing agreement and until revoked shall cover future indebtedness arising from successive transaction that shall either continue the indebtedness or from time to time renew it after it has been satisfied.
- 4) This agreement shall insure to the benefit of the credit, its successors and assigned, and shall bind heirs, executors, administrators and assigns.
- 5) I/We agree to pay creditor reasonable attorney's fees and all costs and other expenses incurred by it in collecting and indebtedness of debtor hereby guaranteed or in enforcing this agreement against me/us.
- 6) This continuing guarantee shall remain in full force until and unless I/we deliver to creditor, by certified mail, return receipt requested, written notice revoking this guarantee. Such revocation shall not affect and of my/our obligation with respect to such indebtedness incurred prior to the revocation.
- 7) This liability of the undersigned shall not be impaired, altered or otherwise affected by any removal, modification, compromise or discharge of the indebtedness or any part thereof.
- 8) Credit may cease further sales and deliveries at any time, but agree that it will, upon written request, furnish to the undersigned a complete statement of the amount of indebtedness covered by this guarantee and then unpaid.
- 9) This applicant and the undersigned have given the above information to induce you to furnish materials and/or services on credit and represents that said information is accurate and complete.

Dated \_\_\_\_\_ Signature \_\_\_\_\_

Title \_\_\_\_\_ Printed Name \_\_\_\_\_

**Terms and Conditions**

***Terms of Sale***

All shipments are due and payable at the terms indicated on your invoices. Terms shown on the invoice supersede and all terms shown on your purchase orders or otherwise expressed.

***Maintenance of Credit***

Continuation of credit terms is privilege contingent on your keeping your account current. Should your account become delinquent or your financial status change, we reserve the right to change or withdraw credit terms and/or suspend shipments to you. Any and all changes made to the credit information, including but not limited to change in ownership, address corrections, change in phone number, must be done so in writing.

***Service Charges*** A service charge may be assessed on past due balances at the rate of lesser of 1.5% per month or the maximum rate allowed under applicable law.

***Customer Claims*** No deductions are to be made from the invoiced amount. All deduction claims must be made within 48 hours of receiving shipment, either verbally or in writing. Further instructions on how to proceed will be given at this time. Any credit due to debtor, will be done so after the investigation of the claim has been settled.

***Damaged Shipments*** Graphic International is not liable for shipments that are damaged or lost during transit. Claims must be filed with the carrier if the shipment was sent freight collect. If the shipment was sent freight prepaid, the customer must abide by customer claims section noted above. All terms are F.O.B. shipping point.

***Return Policy*** No returns will be accepted without prior authorization. Credit will not be issued for any returned goods that are not of current manufacture or design, not in resalable condition, not accompanied by the invoice number or original purchase by you. Authorization will not be given for returns after thirty (30) days from the date of invoice. In some cases, returns may be subject to handling and/or restocking fees.