



H.B. Fenn and Company Ltd.

Credit Application and Sales Agreement

Full Legal Name of Business: _____

Name of Account (do business as): _____

Billing Address: _____ City: _____ Prov: _____ Postal Code: _____

Tel. #: _____ Fax #: _____ EMail: _____ Web Site: _____

EDI # (SAN) _____ EDI Phone # _____ EDI Fax # _____ EDI Contact _____ EDI Software _____

Type of Business (please X): Retail Bookstore ___ Educational ___ Library ___ Distributor ___ Other (specify) _____

Form of Business (please X): Proprietorship ___ Partnership ___ Corporation ___ Other (specify) _____

Owner's Name: _____ Address: _____ City: _____

Prov: _____ Postal Code: _____ Tel. #: _____ Fax #: _____

Paying Officer's Name: _____ Title: _____ Buyer Contact: _____

Date Business Commenced (mm/yy) _____ # of Years at Present Location: _____

Bank Information	
Name of Bank: _____	Branch Address: _____
Account: _____	Tel. #: _____ Contact Name: _____

Credit References <i>(Publishers preferred)</i>				
	Name	Account #	Tel.#	Fax#
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
Requested line of Credit \$ _____ (Based on anticipated sales volume per month)				

Terms of Sale

Net 30 Days (Unless otherwise approved in writing by the Vice President – Sales and Marketing or the Credit Manager) **100 % prepayment of first order placed for immediate shipment upon approval of application.** Visa & Master Card Accepted, to a maximum of \$3,000.00/month. Credit Card payments in excess of \$3,000.00 will be subject to a processing fee of 2.6%. Interest charges accrue at the rate of 1.5% per month on unpaid balances over 30 days.

Return Policy

Full credit against future purchases will be allowed provided: a) the product is returnable and in resaleable condition and b) the return is not sooner than three months following, or not later than 12 months following date of sale. **No Cash Refunds.**

I authorize H.B. Fenn and Company Ltd. to obtain and/or exchange personal/commercial credit information with any information agent towards establishing or verifying my financial standing. Further, I agree to notify H.B. Fenn and Company Ltd. promptly of any changes in ownership of the business conducted under the account name and agree to liability for all charges unless and until you receive written notice of the change in ownership.

I am authorized to make this application and warrant that the information supplied is true and complete.

Applicant's Signature: _____ **Title:** _____

Print Name: _____ **Date:** _____

34 Nixon Road. Bolton, Ontario, L7E 1W2
Tel. (905) 951-6600 Fax (905) 951-6601
Toll Free: Tel. 1-800-267-3366 Fax 1-800-465-3422
Website: www.hbfenn.com