

CREDIT CONTROL USE ONLY	A/C NO.
SENT BY:	DATE:
AUTHORISED BY:	CREDIT LIMIT: £
COMMENTS:	

CREDIT ACCOUNT APPLICATION FORM

Sole Traders & Partnerships must produce a copy of their Passport or Photocard Driving Licence together with a recent Utility Bill for their home address shown in Section C. Limited Companies must produce an Original Company Letterhead and copy of their Hired in Plant Insurance Certificate. Please ensure all sections are completed and then sign and return to our head office at Leeds.

SECTION A – TRADING DETAILS

TRADING NAME:

NATURE OF BUSINESS:

LENGTH OF TIME IN BUSINESS

TRADING ADDRESS:

TOWN: POSTCODE:

TEL: FAX: MOBILE:

EMAIL:

INVOICE/STATEMENT ADDRESS: [If different from above]

TOWN: POSTCODE: TEL: FAX:

SECTION B – LIMITED COMPANIES ONLY [Sole traders & partnerships go to section C]

REGISTERED NAME: [If different from above]

CO. REGISTRATION NO:

NAME OF DIRECTORS: (if more than two, please state MD & FD only)

1: 2:

SECTION C – SOLE TRADERS & PARTNERSHIPS ONLY

1. FULL NAME: D.O.B.

HOME ADDRESS

TOWN: POSTCODE: TEL:

2. FULL NAME: D.O.B.

HOME ADDRESS

TOWN: POSTCODE: TEL:

SECTION D - BANK DETAILS

BANK NAME: ACCOUNT NAME:

ACCOUNT NO: SORT CODE:

SECTION E – HIRED IN PLANT INSURANCE DETAILS [If none, go to Section F]

INSURANCE BROKER:

INSURANCE COMPANY:

HIRED IN PLANT INSURANCE POLICY NO:

LIMIT FOR ANY ONE ITEM:

POLICY RENEWAL DATE:

SECTION F – LOSS OR THEFT OF HIRED EQUIPMENT.

In the absence of your own Insurance policy for Hired Equipment, we can provide you with cover through our HAE HireGuard facility. This is optional when hiring items from us with a value of less than £1500, but Insurance cover is compulsory when hiring any item with a value of more than £1500. Details and Proposal Form attached.

I wish to use the HAE HireGuard facility for all equipment hired.

I only wish to use the HAE HireGuard facility when the equipment hired is worth more than £1500. In this case I accept FULL LIABILITY for any loss or damage to any equipment hired with a value of less than £1500.

SECTION G - TRADE REFERENCES

1. COMPANY NAME: CONTACT:

TEL: FAX:

ADDRESS:

2. COMPANY NAME: CONTACT:

TEL: FAX:

ADDRESS:

3. COMPANY NAME: CONTACT:

TEL: FAX:

ADDRESS:

SECTION H

I/We hereby apply for a Credit Account of £ _____ having fully read and accepted the CPA terms and conditions attached, and those below, on the understanding that these will apply to all business placed with your company.

Print name:

Signed:

Position:

Date:

TERMS AND CONDITIONS (INCLUDING DATA PROTECTION ACT)

In processing your application we may make enquiries of third parties who may record these enquiries. In the event that you do not adhere to our payment terms your details may be passed to a licensed credit reference agency or debt recovery agency.

A customers signature, or that of an employee, is binding upon the customer at all times. Any query as to charges must be made in writing within seven days of the invoice date. All credit accounts are due for settlement at the end of the month following the month invoiced. Credit facilities will be withdrawn in the event of overdue accounts or where the agreed Credit Limit is exceeded. In the event of legal action, all invoices will become due immediately; Interest will be charged on a daily basis from the date due until the date of actual payment, at 8% per annum above HSBCs base rate for the time being in force. There will be a Collection Charge of between £40 and £100, depending on the size of the debt.