



DATE: _____
 COMPANY NAME: _____
 TRADING NAME: _____
 POSTAL ADDRESS: _____
 DELIVERY ADDRESS: _____
 TELEPHONE NUMBER: _____ FAX NUMBER: _____

BUSINESS ENTITY
 TYPE OF BUSINESS: Sole Trader Partnership Limited Company
 ADDRESS OF REGISTERED OFFICE: _____
 COMPANY NUMBER: _____ DATE OF INCORPORATION: _____
 ACCOUNTANTS: _____ TELEPHONE NO.: _____
 ADDRESS: _____
 SOLICITORS: _____ TELEPHONE NO.: _____
 ADDRESS: _____
 BANKERS: _____ BRANCH.: _____

DETAILS OF OWNERS, DIRECTORS & PARTNERS – Please attach copy of identification (e.g. Drivers License)
 TITLE: Mr/Mrs/Miss/ _____ SURNAME: _____ FIRST NAMES: _____
 ADDRESS: _____ TELEPHONE NUMBER: _____
 TITLE: Mr/Mrs/Miss/ _____ SURNAME: _____ FIRST NAMES: _____
 ADDRESS: _____ TELEPHONE NUMBER: _____
KEY CONTACTS
 PURCHASING CONTACT: _____ TELEPHONE NUMBER: _____
 FAX NUMBER: _____ E-MAIL ADDRESS: _____
 ACCOUNTS PAYABLE CONTACT: _____ TELEPHONE NUMBER: _____
 FAX NUMBER: _____ E-MAIL ADDRESS: _____

CREDIT REFERENCES: Please do not include banks, farmers, oil, telecommunication or power companies
 COMPANY NAME: _____
 CONTACT NAME: _____ TELEPHONE NUMBER: _____
 COMPANY NAME: _____
 CONTACT NAME: _____ TELEPHONE NUMBER: _____
 COMPANY NAME: _____
 CONTACT NAME: _____ TELEPHONE NUMBER: _____

TERMS & CONDITIONS
 1. Accounts must be paid by the 20th month following purchases unless otherwise agreed
 2. Until paid in full title of goods supplied remains with New Zealand Office Supplies ("vendor"). If goods sold or incorporated into other goods then the Vendor or its agents may trace its ownership in specie into the proceeds of sale of such other goods.
 3. Acceptance of goods from New Zealand Office Supplies indicates your acceptance of our Terms and Conditions of Sale in their entirety. Returns for credit **MUST** be accompanied by a packing slip or invoice or copy thereof within (7) days of receipt. Goods must be in good order and condition including all packaging and instruction books if applicable.
 4. Quotations remain current for one (1) full calendar month unless otherwise stated in writing.
 5. Standard prices are subject to change without notice.
 6. Legal, accounting and interest costs involved in the collection of overdue accounts will be claimable by New Zealand Office Supplies in full.
 7. If the Vendor suffers any loss as a consequence of failure by any customer to comply with these conditions then the Vendor may recover as liquidated damages the full amount of such loss and any costs or expenses incurred as a consequence.
 8. Non Stock items and high value orders may incur a percentage deposit before delivery.

SECURITY INTEREST
 In consideration of NZOS providing credit or agreeing to provide credit for the purpose of enabling the customer to acquire goods from NZOS, the Customer :
 - grants to NZOS Ltd a security interest under the Personal Property Securities Act (PPSA) in the goods and agrees that a security interest created under and by these terms is a Purchase Money Security Interest (PMSI) as that term is defined in PPSA;
 - agrees that any goods or proceeds of sale of goods ordered by the Customer under the Conditions of Sale will be subject to the PMSI without the need for any further action by either party;
 - Acknowledges that it has received valuable consideration from NZOS and agrees that the consideration is sufficient;
 - Agrees that the PMSI attaches to the goods on delivery;
 - Agrees that it will store the goods in a manner which makes them readily identified as NZOS's goods and shall not remove, deface or obliterate any serial numbers or distinctive markings which identify the goods with NZOS;
 - Agrees it will execute all other documents and do all other things that NZOS may reasonably require for the purpose of registering a Financing Statement or Financing Charge Statement on the Personal Property Securities Register (as defined in the PPSA); and
 - Agrees to keep the goods free and clear of all liens, taxes, charges, pledges, security instrument, encumbrances or adverse claims of any nature.

CUSTOMER ACKNOWLEDGEMENT
 I/We permit New Zealand Office Supplies to collect any such information as it may require for its credit enquiries from any third party, as it considers appropriate. Accordingly I/we authorise any person/company to provide New Zealand Office Supplies with such information as it may require in response to its credit enquiries. I/We consent to the use of the information collected for any purpose in relation to that credit enquiry. I/We acknowledge that New Zealand Office Supplies do not provide credit references.
 I/We also authorise New Zealand Office Supplies to furnish to any third party details of this credit application and any subsequent dealings that I/we may have with as a result of this credit application being actioned by New Zealand Office Supplies.
 I/We hereby apply for a credit account to be established with New Zealand Office Supplies and accept that payments should be within the normal terms of trade (unless otherwise arranged – in writing), which are payment by the 20th of the month following delivery. I/We accept that overdue accounts will incur collection costs payable by my/our company.
 I/We declare and affirm that the information supplied on both pages of this application is true and correct. I/We acknowledge & agree to abide by the above terms & conditions.
 COMPANY NAME: _____ NAME: _____
 SIGNED: _____ TITLE: _____ DATE: _____