

**APPLICATION FOR CREDIT**

NAME: \_\_\_\_\_

S.I.N. \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOW LONG AT THIS ADDRESS: \_\_\_\_\_ DO YOU OWN OR RENT BUILDING: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

HST TAX#: \_\_\_\_\_

DATE BUSINESS COMMENCED: \_\_\_\_\_ TYPE OF BUSINESS: \_\_\_\_\_

INDIVIDUAL: \_\_\_\_\_ PARTNERSHIP: \_\_\_\_\_ CORPORATION: \_\_\_\_\_

**NAME AND ADDRESS OF OWNERS – PARTNERS – OFFICERS:**\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_**NAME AND ADDRESS OF BANK(S):**\_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_**NAME AND ADDRESS OF THREE TRADE REFERENCES:**\_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_

Date Account opened? \_\_\_\_\_

Credit Limit \$ \_\_\_\_\_

Annual business with this supplier?  Under \$50,000  \$50,000 - \$200,000  \$200,000 - \$500,000  Over \$500,000\_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_

Date Account opened? \_\_\_\_\_

Credit Limit \$ \_\_\_\_\_

Annual business with this supplier?  Under \$50,000  \$50,000 - \$200,000  \$200,000 - \$500,000  Over \$500,000\_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_

Date Account opened? \_\_\_\_\_

Credit Limit \$ \_\_\_\_\_

Annual business with this supplier?  Under \$50,000  \$50,000 - \$200,000  \$200,000 - \$500,000  Over \$500,000

AMOUNT OF CREDIT REQUIRED: \$ \_\_\_\_\_ TERMS OF PAYMENT: \_\_\_\_\_

DATE: \_\_\_\_\_

Sig \_\_\_\_\_



## CREDIT CARD AUTHORIZATION

Customer Name \_\_\_\_\_

S.I.N. \_\_\_\_\_

Name On Credit Card \_\_\_\_\_

Type of Credit Card    Visa       MasterCard       American Express

Credit Card Number \_\_\_\_\_

Expiry Date \_\_\_\_\_

Security Code \_\_\_\_\_

Billing Address

Street \_\_\_\_\_

City \_\_\_\_\_

Province \_\_\_\_\_      Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

I/We hereby authorize Eastown Automotive Supply Ltd to charge this credit card for all purchases for goods purchased from Eastown.

I/We guarantee that the signature below is the authorized signature for the card.

I/We authorize Eastown Automotive to collect or use my/our personal information when authorizing payments for purchases.

I/We authorize Eastown Automotive to disclose my/our personal information to its financial institution as required for the transaction approvals.

Cardholder Name \_\_\_\_\_

Authorized Cardholder Signature \_\_\_\_\_

Cardholder Driver's Licence Number \_\_\_\_\_

Driver's Licence Province \_\_\_\_\_

# C.O.D. ACCOUNT APPLICATION

NAME: \_\_\_\_\_

S.I.N. \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOW LONG AT THIS ADDRESS: \_\_\_\_\_ DO YOU OWN OR RENT BUILDING: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_

HST TAX#: \_\_\_\_\_

DATE BUSINESS COMMENCED: \_\_\_\_\_ TYPE OF BUSINESS: \_\_\_\_\_

INDIVIDUAL: \_\_\_\_\_ PARTNERSHIP: \_\_\_\_\_ CORPORATION: \_\_\_\_\_

Payment Method    Cash    Debit Card    Cheque    Credit Card

NAME AND ADDRESS OF OWNERS – PARTNERS – OFFICERS:

\_\_\_\_\_ Tel # \_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_  
\_\_\_\_\_ Tel # \_\_\_\_\_

Customer's Name \_\_\_\_\_

Title \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness Signature \_\_\_\_\_

Witness Name (Please Print) \_\_\_\_\_

## CREDIT POLICY

- (1) BILLING PERIOD RUNS FROM THE 1<sup>ST</sup> DAY OF THE MONTH TO THE 2<sup>ND</sup> DAY OF THE FOLLOWING MONTH.
- (2) ACCOUNTS UNPAID AFTER 30 DAYS WILL AUTOMATICALLY BE PLACED ON COD AND ASSESSED LATE CHARGES ON THE UNPAID BALANCE AT THE RATE OF 2% PER MONTH. YOU WILL RECEIVE A COURTESY CALL FROM OUR CREDIT DEPARTMENT TO NOTIFY YOU OF YOUR ACCOUNT STATUS.
- (3) IF YOUR ACCOUNT GOES PAST 60 DAYS IT WILL BE PLACED ON CREDIT HOLD UNTIL ALL PAST DUE AMOUNTS (INCLUDING LATE CHARGES) HAVE BEEN PAID. NO GOODS WILL BE SHIPPED AT THIS TIME.
- (4) IF WE RECEIVE AN NSF OF RETURNED CHEQUE, WE WILL PUT YOUR ACCOUNT ON COD STATUS AND HOLD ALL ORDERS UNTIL THE CHEQUE IS PAID IN FULL.
- (5) THERE WILL BE A \$10.00 SERVICE CHARGE ASSESSED ON ALL RETURNED CHEQUES.
- (6) ACCOUNTS THAT EXCEED 10% OF THEIR LIMIT ARE REQUIRED TO PAY AMOUNT THAT BRINGS THE TOTAL ACCOUNT BALANCE AT LEAST 10% BELOW THE CREDIT LIMIT. (e.g. \$10,000 CREDIT LIMIT \* \$12,000 BALANCE \* \$3,000 PAYMENT REQUIRED)
- (7) NO RETURNS ON ELECTRICAL OR SPECIAL ORDER PARTS AND TOOLS.
- (8) EASTOWN AUTOMOTIVE SUPPLY LTD. IS NOT LIABLE FOR ANY TOWING OR LABOUR COSTS ON REPLACEMENT PARTS.
- (9) NO GOODS RETURNED WITHOUT PRIOR AUTHORIZATION SUBJECT TO 20% RESTOCKING CHARGE.
- (10) EQUIPMENT AND TOOLS REMAIN THE PROPERTY OF EASTOWN AUTOMOTIVE SUPPLY LTD. UNTIL SUCH ITEMS ARE PAID IN FULL.

### AGREEMENT

THIS APPLICATION IS GIVEN TO SECURE AN OPEN ACCOUNT WITH EASTOWN AUTOMOTIVE SUPPLY LTD., WITH PROPOSED TERMS OF NET 30. THE INFORMATION CONTAINED HEREIN IS CORRECT AND TRUE. FURTHER, I/WE AGREE TO PAY A SERVICE CHARGE ON ALL AMOUNTS UNPAID WITHIN 30 DAYS OF THE DUE DATE AT A RATE OF 2% PER MONTH (E.G. 24% PER ANNUM).

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DATE: _____	DATE: _____
SIGNED: _____	SIGNED: _____
PRINT NAME: _____	PRINT NAME: _____

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DATE: \_\_\_\_\_

Sig \_\_\_\_\_

# GUARANTEE

Date: \_\_\_\_\_

CONTRACTEE: **EASTOWN AUTOMOTIVE SUPPLY LTD.**

CONTRACTOR:

GUARANTOR:

Herein the contractee is Eastown Automotive Supply Ltd. and the contractor is \_\_\_\_\_.  
In consideration of the above-named business entering into this agreement herein in respect of the contract(s) for goods and services from the contractee, namely Eastown Automotive Supply Ltd., and the sum of \$ \_\_\_\_\_, the receipt thereof of the Guarantor is hereby acknowledged, the Guarantor hereby covenants with the contractee, its successors and assigns, that if default shall be made at any time by the contractor business in the payment of funds due for goods and services or the performance of the contractor's covenants on the days or in the manner set forth in the bills, invoices and contracts (hereinafter referred to as the "contract(s)") of the contractee, he/she will pay the said charges, levies, penalties, expenses, due that may arise in consequence of the Contractor's default including legal fees on a substantial indemnity basis. The liability of the Guarantor hereunder shall not be released, discharged or limited by any extension of time or forbearance granted to the Contractor or by any variation in or departure from the terms of the agreement with the contractee. The contractee shall not be bound to exhaust its recourse or remedies against the contractor before pursuing and enforcing its rights against the Guarantor. Nothing but payment and satisfaction in full of all sums due to the contractee and other sums and due performance of all covenants in the contract(s) until lawful termination of the contract shall release the Guarantor from the Guarantee.

If during the term of the contract the contractor shall make a general assignment for the general benefit of creditors, or a receiving order in bankruptcy shall be made against the contractor, and the assignee or trustee as the case may be should surrender possession, reject, disaffirm or disclaim the contract(s), or if the contract(s) is terminated other than by surrender accepted by the contractee, the Guarantor shall, forthwith upon the demand of the contractee at the Guarantor's expense accept from the contractor a contract(s) equal to in duration and residue or performance still required under the contract(s) remaining unexpired and due from the date of such surrender, disclaimer or termination at the same terms, covenants and provisos as are reserved in the contract(s). If the contractee shall tender such new contract(s) to the Guarantor for execution and the Guarantor shall fail to execute and return such new contract(s) within seven(7) days after such tender, the Guarantor shall become liable to pay the Landlord forthwith as liquidated damages an amount equal to the amounts still due under the contract(s).

Sig \_\_\_\_\_

In this guarantee, whenever the masculine gender is used it shall include the feminine and neuter and vice versa and whenever the singular number is used it shall include the several and vice versa. Whenever the context so requires, it there is no more than one Guarantor, their liability shall be joint and several.

The Guarantor shall continue to be liable and bound by this Guarantee during any renewals and extensions, statutory or otherwise, of the term of the contract(s). This Guarantee shall be binding upon the heirs, executors, administrators, personal representatives, successors and assigns of the Guarantor

IN WITNESS WHEREOF the Guarantors hereunto set there hands this \_\_\_\_\_ day of \_\_\_\_\_ 200

\_\_\_\_\_  
Witness Name

\_\_\_\_\_  
Guarantor Name

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Guarantor Signature

DATE: \_\_\_\_\_

## **ACKNOWLEDGEMENT OF RECEIPT OF PERSONAL GUARANTEE FORM**

I \_\_\_\_\_ hereby acknowledge that I have read and understood the terms and arrangements included in the personal guarantee form on this day \_\_\_\_, in the month of \_\_\_\_\_, in the year \_\_\_\_\_. All included items have been explained to me satisfactorily by Eastown Automotive Supply Ltd. and I completely agree with any and all included provisions.

I \_\_\_\_\_ have agreed to the conditions in the personal guarantee form and receipt of this form has been witnessed by \_\_\_\_\_ and \_\_\_\_\_.

This credit application is my/our authorization to contact credit references including banks now and as any future date for the full disclosure of current credit status. I/We agree that such information be obtained by financial institution or credit reporting agency as may be contracted for by Eastown Automotive Supply Ltd. for such Purposes.

Applicant's Signature \_\_\_\_\_  
Eastown Authorized Signature \_\_\_\_\_  
Date: \_\_\_\_\_