

APPLICATION FOR A CREDIT FACILITY

YOUR DETAILS

Trading Name: _____

Registered Name (if different): _____

Full Trading Address: _____

_____ Post Code: _____

Tel No: _____ Fax No: _____

Registered Office Address: _____

Style of Organisation: * Limited Company / Sole Trader / Partnership / Public Service / Charity * Delete as appropriate

Email Address: _____

VAT Registration No: _____

If Ltd, state Registration No: _____

**If a Sole Trader / Partnership, please give full name(s), home address(s) and telephone No. below:
(Use separate sheet if required)**

Full Name: _____

Home Address: _____

Home Telephone No: _____

Nature of Business: _____

Date Trade commenced: _____ No of Employees: _____

If you are a Sole Trader or Partnership, may we please refer you to the notice attached to this form in respect of the Data Protection Act.

Credit Limit Applied for: £

This credit limit reflects the maximum amount of credit allowed at any one time.

Unit 12, Business Village, Blackbushe Business Park, Yateley, Hants, GU46 6GA

BANKERS:

Bank: _____
 Address: _____

 _____ Postcode: _____
 Account No: _____ Sort Code: _____

REFERENCES:

	<u>Trade Reference 1</u>	<u>Trade Reference 2</u>
Full Trading Name:	_____	_____
Address:	_____	_____
	_____	_____
Postcode:	_____	_____
Telephone No:	_____	_____
Fax No:	_____	_____

Please provide the following where applicable:

Latest Management Accounts and / or Draft Accounts:
 Certificate of Incorporation:
 Sample Letter Head:

I confirm that I have read and accept the enclosed Terms and Conditions of Sale. I understand that all orders will be placed on those terms (or any terms later adopted by you and notified to me in writing).

I confirm that the information given in this application for a credit facility is in all respects true and accurate.

AUTHORISED SIGNATURE OF DIRECTOR/COMPANY SECRETARY/OWNER:

NAME IN BLOCK CAPITALS:

POSITION: DATE:

Data Protection Act 1998 Notice

Words shown in *italics* are defined in the Data Protection Act 1998 ("the Act").

Where you provide us with *personal data* ("data"), you understand that the data will be held securely, in confidence and *processed* for the purpose of carrying out our business and associated activities ("Activities"). You accept that we may consult with and disclose the data to credit reference agencies, banks, credit insurers and other responsible organisations outside our business that we have nominated ("third parties"), and that such third parties may process the data. You understand that under the Act you have a right to know what data we hold on you, if you apply to us in writing and pay the applicable fee.

1. We may transfer information about you to our bankers/financiers, in order for them to provide their services to us and other customers of theirs and to help them to (a) obtain credit insurance (b) undertake credit control (c) undertake assessment and analysis (including credit scoring, market, product and statistical analysis) (d) securitise debts and (e) protect their interests.
2. We or our bankers/financiers may make credit reference agency searches in respect of your business and its principles. Please note that credit reference agencies make a record of searches, which may be used to prevent fraud or money laundering, or by other subscribers to make credit decisions about you.
3. Our bankers/financiers may give information about you and your indebtedness to the following for the purposes stated:
 - a) any other divisions or associated companies of theirs – for the business purposes of such divisions or companies;
 - b) our of their insurers, to quote for and issue any credit policy or to deal with any claims;
 - c) any advisers acting on our or their behalf – so the advisers can carry out their services;
 - d) any business to whom your indebtedness or our financing arrangements with them may be transferred to facilitate such transfer;
 - e) to any person to whom they have a duty of disclosure or to whom the law permits disclosure;
4. Our bankers/financiers may make decisions about you solely using an automated decision making process, such as credit scoring; however, they will tell us (and in turn we will tell you) if they make a significant decision only using such a process. Through us you can then request a review of their decision using other means;
5. Our bankers/financiers may monitor and/or record your phone calls to them for training and/or security purposes.
6. We will provide you with details of our bankers on request, including a contact telephone number from where you can obtain details of the credit reference agencies used by them and any third parties to whom information is transferred.