

Credit Application



OFFICE USE ONLY

SALES DIVISION: A/AG/IS/T/M	SALES REP NO.	SALES MANAGER APPROVAL
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APPLICANT PORTION Complete this section in full and return to your Sales Representative. Omissions will cause delays

TYPE OR PRINT IN BLOCK LETTERS

For the purpose of establishing open account credit terms, the undersigned Applicant furnishes the following information:

Applicants LEGAL BUSINESS NAME		TRADE NAME	
BILLING ADDRESS		CITY	PROV. POSTAL CODE
(SHIP TO) ADDRESS Attach separate listing if multiple locations		CITY	PROV. POSTAL CODE
PHONE #	FAX #	G.S.T.	PROVINCIAL SALES TAX NO.
A/P CONTACT:	Phone:	Fax:	PROVINCIAL SALES TAX NO.
WOULD YOU LIKE TO RECEIVE YOUR INVOICES ELECTRONICALLY (BY EMAIL)?			<input type="checkbox"/> Yes <input type="checkbox"/> No
BUSINESS ESTABLISHMENT DATE:	LEGAL ORGANIZATION TYPE:		FINANCIAL YEAR END
	<input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation		

OWNERSHIP INFORMATION

List the names of all the Applicants owners, partners and/or directors and complete all information for each. Attach additional sheets if necessary.

LEGAL NAME	HOME ADDRESS/STREET, CITY, PROVINCE/P. CODE	OWNERSHIP %
HOME PHONE	SOCIAL INSURANCE NO.	TITLE
LEGAL NAME	HOME ADDRESS/STREET, CITY, PROVINCE/P. CODE	OWNERSHIP %
HOME PHONE	SOCIAL INSURANCE NO.	TITLE
LEGAL NAME	HOME ADDRESS/STREET, CITY, PROVINCE/P. CODE	OWNERSHIP %
HOME PHONE	SOCIAL INSURANCE NO.	TITLE
DO YOU OPERATE FROM A: <input type="checkbox"/> Leased facility <input type="checkbox"/> Owned Facility	Number or Locations	Sq Ft of Locations (s)
IF LEASED, NAME AND ADDRESS OF LANDLORD:	DATE OF EXPIRY OF LEASE	RENT PER MONTH
LAST FISCAL YEAR SALES VOLUME <input type="checkbox"/> 100k - 500k <input type="checkbox"/> 501k - 1.5M <input type="checkbox"/> 1.6M - 3M <input type="checkbox"/> 3.1M - 5M <input type="checkbox"/> 5.1M - 10M <input type="checkbox"/> +10M		
HAVE YOU PREVIOUSLY SUBMITTED A CREDIT APPLICATION TO PARTSROOM? IF YES UNDER WHAT NAME?		
ESTIMATED MONTHLY CREDIT LINE REQUIRED, REQUESTS OVER \$20,000 MUST ATTACH CURRENT FINANCIALS	HAVE ANY OF THE COMPANY'S PRINCIPALS PREVIOUSLY FILED FOR BANKRUPTCY	
BACK ORDERS ACCEPTED: <input type="checkbox"/> Yes <input type="checkbox"/> No	SEND MONTHLY STATEMENTS? <input type="checkbox"/> Yes <input type="checkbox"/> No	
PURCHASE ORDERS REQUIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No		

BANK REFERENCES

(Please include a voided blank cheque)

BANK NAME & ADDRESS (STREET/CITY)	ACCOUNT NBR.	CONTACT NAME	PHONE	FAX
Does your bank provide you with a credit facility	<input type="checkbox"/> Yes <input type="checkbox"/> No	Details of credit facility	<input type="checkbox"/> Secured <input type="checkbox"/> Unsecured <input type="checkbox"/> NA	

INDUSTRY TRADE REFERENCES

Please insert the name of three (3) suppliers that have provided you with credit (common to your industry)

NAME & ADDRESS (STREET/CITY)	ANNUAL VOLUME (\$)	CONTACT NAME	PHONE	FAX
NAME & ADDRESS (STREET/CITY)	ANNUAL VOLUME (\$)	CONTACT NAME	PHONE	FAX
NAME & ADDRESS (STREET/CITY)	ANNUAL VOLUME (\$)	CONTACT NAME	PHONE	FAX

TERMS AND CONDITIONS



PENDING APPROVAL OF CREDIT, ALL ORDERS WILL BE ON A CASH BEFORE DELIVERY BASIS ORDERS

All orders are subject to acceptance by Partsroom Ltd. (hereafter referred to as "Partsroom")

PRICES

Prices are subject to change without notice. ORDERS WILL BE INVOICED AT PRICES PREVAILING AT TIME OF ORDER. Prices are not guaranteed.

TERMS OF SALE

All Partsroom products are sold FOB shipping point. Payment terms are calculated from invoice date. A service charge of 1.5% per month will be charged on all past due invoices. This is an annual percentage rate of 18%. If the Applicant fails to abide by the TERMS OF SALE contained herein, Partsroom reserves the right to discontinue and eliminate any price discounts or sales incentives offered to or in place with the Applicant, both retroactively and for future sales unless otherwise negotiated by the parties. **Deductions from payment for any reason will not be allowed unless Partsroom has issued a credit memo.** All incentives and credits issued by Partsroom are personal to the account holder and are not transferable or assignable. An account must employ qualified personnel who have been certified to properly service and fit the equipment (where necessary). Partsroom may refuse to ship any confirmed order in whole or in part for any reason it deems sufficient.

COSTS AND ATTORNEY FEES

APPLICANT will pay such costs, collection agency commissions, expenses and reasonable attorney fees (including without limitation, at trial and on appeal) as Partsroom may incur in any manner of collection of any sum past due.

BACK ORDERS

No deductions are allowed for freight or parcels post on back orders. We normally ship the bulk of your order at one time and back ordered merchandise will be shipped as soon as possible thereafter. All back orders are cancelled after two months unless other wise instructed by the customer. The part shipment may be made and orders will be considered complete if the Supplier is unable to deliver the entire order. In such event, the Applicant waives its rights to claim a reduction in price or cancellation of sale.

SHORTAGES

Partsroom is not liable or responsible for loss or damage in transit. Shipments should be carefully checked upon delivery for total carton count and conditions. Any shortage or evidence of damage must be noted on carrier's delivery receipt and reported to the local carrier office. **Discovery of shortages in unopened containers that can be attributed to pricing/packaging errors must be reported with (10) then days of receipt of merchandise.**

DEFECTIVE MERCHANDISE

Return of merchandise considered to be defective must be pre-authorized by Partsroom. All such returns require a return authorization number and must be shipped prepaid by the Applicant. Merchandise sold as close-outs or B-grades will not be accepted on a return. Authorized returns of merchandise considered to be defective will be subject to inspection by Partsroom. Product replacement to customers without authorization from Partsroom are done so at the Applicant's own risk. Partsroom is not responsible for product that has been mistreated or worn out. We reserve the right to refuse credit or replacement in such cases.

AUTHORIZED RETURNS

All returns must be authorized in advance by Partsroom. **Requests of such returns must be made within thirty (30) days of the invoice date.** All returns require a return authorized number issued by Partsroom. All packages that do not bear these authorization numbers will be returned to the Applicant or kept with no credit issued. Authorized returns will be assessed at 25% restocking charge and must be shipped to Partsroom prepaid by the Applicant. An additional charge(s) will be assessed if product is not in saleable conditions (e.g. Product un-bagged or boxed, product price tagged, other markings or use marks on the product, etc.).

TERMS:

I (We) authorize Partsroom Ltd., to investigate all credit information, including but not limited to commercial credit reports, consumer reports, bank and trade references for the purpose of processing this financing/credit application. Such authorization shall extend to obtaining a credit profile in considering this application and subsequently for the purpose of update, renewal or extension of such credit or additional credit and for the reviewing or collecting the resulting account. Further, I (We) authorize the transmission of this information via the Internet to "secured" sites only. All principals hereto agree that a fax copy of this application may be treated and considered the same as an original, including the signatures below. We will provide our written response thirty (30) days thereafter. The parties expressly agree and request that this application as well as documents and notices thereunder or related thereto be in English.

PRINCIPAL (1) Signature _____ Title: _____ Date: _____

PRINCIPAL (2) Signature _____ Title: _____ Date: _____

Personal Guarantee - In consideration of the extension of credit by the Seller to the Applicant, the undersigned does jointly and severally guarantee to pay and be responsible for payment of all sums, balances and accounts due by Applicant, including administration charges and collection charges. This shall be an open and continuing guarantee and shall continue in force notwithstanding any change in the form of such indebtednesses, or renewals or extensions granted by the Seller, without obtaining any consent thereto, and until expressly revoked by written notice from the undersigned to the Seller. Any such revocation shall not in any manner affect the undersigned liability as to any indebtedness existing prior thereto. The undersigned hereby waives notice of the acceptance of this agreement, notice of default or non-payment and waives action required by any statute, against the Applicant. No delay on Seller's part in exercising any right hereunder, or taking any action to collect or enforce payment of any obligations herein guaranteed, either as against the Applicant or any other person primarily or secondarily liable with the Applicant shall operate as a waiver of any such right or in any manner prejudiced Seller's rights against the undersigned. The undersigned agrees that in the event of any default at any time by said Applicant, Seller shall be entitled to look to the undersigned immediately for full payment without prior demand or notice. Upon the request of the Seller an additional form may be completed if necessary. The guarantor consents to register and /or otherwise secure this guarantee.

Name of Guarantor (Print) _____

Signature of Guarantory _____ Date _____

Name of Witness (Print) _____

Signature of Witness _____ Date _____