

# Credit Account Application

## Positive Print and Design Limited

Unit 3 • Kingsdale Business Centre • Regina Road • Chelmsford • Essex CM1 1PE  
t : 01245 299 150 • f : 01245 299 151 • e : info@pospd.co.uk • w : www.pospd.co.uk



1. Company Name:

2. Full Trading Address:

3. Telephone no:

Email:

Fax no:

Website:

4. If Limited Company or Public Limited Company Yes / No

5. Address of registered office:

Registered number:

**Please attach a copy of your letterhead**

6. If partnership or sole trader give full names and private address of all partners

Year of commencement of trading

Name:

Address:

Name:

Address:

Name:

Address:

Name:

Address:

7. Please indicate your anticipated average monthly expenditure with Positive Print & Design Ltd £

8. Please state maximum credit required: £

9. Address to which invoices and statements are to be sent if different from previous:

10. Name and title of person to whom statements and invoices should be sent:

**P.T.O.**

11. Name and title of person to contact in case of account query:

12. Do you have a specific purchase procedure for placing orders with suppliers Yes / No  
If yes please give details of this procedure:

13. Name(s) and titles(s) of individuals who are authorised to order print from Positive Print and Design Ltd

**References**

14. Name, address and telephone number of your bank:

15. Bank account number:

Sort code:

16. Name, address and telephone number of two principal suppliers:.

Name:  
Address:

Name:  
Address:

**17. Positive Print and Design Limited Terms**

Our standard terms for account facilities are payment within 30 days of goods being received by the customer. Positive Print and Design Limited reserves the right to add an additional surcharge to all accounts not paid within 30 days. This surcharge is currently levied at 2.5% per month or part thereof, after the initial 30 day period on receipt of satisfactory references an upper limit for credit facilities will be agreed. Positive Print and Design Limited reserve the right to withdraw these facilities. In this event the entire value of outstanding accounts plus any credit charges becomes due for immediate payment. All orders are subject to our standard terms and conditions, a copy of which is available on request.

**18. Declaration by Credit Application**

I understand and accept the payment and general terms and conditions of Positive Print and Design Limited (as detailed in section 17 above) and am administratively able to handle the same.

Signed:  
Date:

Name:  
Title:

19. PLEASE RETURN THIS COMPLETED APPLICATION FORM TO:

**Positive Print and Design Limited.** Unit 3 Kingsdale Business Centre, Regina Road, Chelmsford, Essex CM1 1PE