

Dear Valued Customer,

Attached is the credit application you requested to establish a NET 30 account with Flexible Assembly Systems, Inc. You may send the completed application along with your PO to Rebecca@flexibleassembly.com, or fax it to (866) 587-9793.

The following items must be received and approved by our accounting department before NET 30 terms are available:

1.) Business Credit Application

- The top portion "NAME/ADDRESS" must be filled out
- Attached separate copy of your "TRADE REFERENCES" with this completed business credit application
- The bottom must be signed and dated
- All company contact information must be filled out, including a fax number, email, direct line and/or extensions

2.) Terms & Conditions Form

- Bottom portion must be filled out, signed and dated
- Terms & Conditions are NON-NEGOTIABLE

All items must be faxed or emailed back to our accounting department. If you choose to fill out the Credit Application form we provide; you will be submitting 3 pages for approval. These pages include: (1) Completed Business Credit Application, (2) Separate Copy of Trade References, (3) Non-Negotiable Terms & Conditions. If all necessary and appropriate pages are not submitted your application for NET 30 terms will not be approved. Any pending orders will be placed on hold until the required forms and information are received.

*You may expedite your order and bypass the approval process by providing a credit card for payment.

If you have any questions or need further assistance with these forms, contact Rebecca Masey in accounting.

Thank you,

Rebecca Masey - Controller
(800) 696-7614 x 260
Rebecca@FlexibleAssembly.com



Name/Address

Last:		First:		Title:	
Name of Business:				Tax I.D. Number:	
Address:			Email:		
City:	State:	ZIP:	Phone:	Fax:	

Company Information

Type of Business:		In Business Since:			
Legal Form Under Which Business Operates:					
Corporation		Partnership		Proprietorship	
If Division/Subsidiary, Name of Parent Company:			In Business Since:		
Name of Company Principal Responsible for Business Transactions:			Title:		
Address:		City:	State:	ZIP:	Phone:
Credit Line Requested (estimated monthly purchases):			D&B	Rating:	D&B #:

Accounting Contact

Last:		First:		Email:	
Phone:		Ext:		Fax:	

Purchasing Contact

Last:		First:		Email:	
Phone:		Ext:		Fax:	

Bank References

Institution Name:
Checking Account #:
Address:
Phone:

Please Note:

To establish Net30 terms you must provide a separate list of trade references along with this application to be eligible for Net30 approval. As an alternative you may expedite your order and bypass the approval process by providing a credit card for payment.

I hereby certify that the information contained herein is complete and accurate. This information has been furnished with the understanding that it is to be used to determine the amount and conditions of the credit to be extended. Furthermore, I hereby authorize the financial institutions listed in this credit application to release necessary information to the company for which credit is being applied for in order to verify the information contained herein. We further acknowledge that credit privileges, if granted, may be withdrawn at any time.

***Note: Accounts may be placed on a HOLD status if payments are not received by the required due date. Collection fees may apply.

Signature

Date



Terms & Conditions (Non-Negotiable)

8451 Miralani Drive, Suite N, San Diego CA 92126
Ph: (800) 696-7614 Fx: (866) 587-9793

www.FlexibleAssembly.com
Email: Info@FlexibleAssembly.com

1. GENERAL: All sales of products described on Flexible Assembly Systems Inc. sales orders and invoices are subject to the following terms and conditions and become part of the agreement of sale. Any alteration to be accepted only in writing by Flexible Assembly Systems Inc
2. TAXES: Customer is responsible for all applicable taxes.
3. F.O.B.: All prices are F.O.B point of distribution of the components sold by Flexible Assembly Systems Inc. unless otherwise specified.
4. SHIPPING/DELIVERIES: Quotations of shipping dates are based on best information available from our suppliers. Flexible Assembly Systems Inc shall not be held liable for any damage, consequential or otherwise, arising from any delay or late delivery beyond our control or the control of our suppliers. Shipping charges advertised are an estimate and are subject to change based off of the weight of the item(s) ordered.
5. CANCELLING OF ORDER(S): Confirmed orders previously received by Flexible Assembly Systems Inc. that need to be cancelled must include a written request via email or fax. Merchandise that has been special ordered and not normally stocked by us may incur a 25% cancellation charge.
6. WARRANTIES: Materials and products manufactured by others and sold by Flexible Assembly Systems Inc. will carry the respective manufacturers product warranty, limited to the repair or replacement at the discretion of the manufacturer, of such quantity of the product proved by the purchaser to be defective. Flexible Assembly Systems Inc. will assist in facilitating the warranty on behalf of the customer.
7. RETURNED GOODS: If you would like to change any information on your order please contact our customer service department for further assistance. Once your order has shipped permission for any return merchandise must be secured from our customer service department. The return of non-defective merchandise, when authorized, may incur 25% re-stocking fee, at our discretion.
8. PAYMENT: Payment for goods that are purchased through Flexible Assembly Systems Inc. will be subject to the following terms and conditions.
 - a. Accounts may be placed on a HOLD status if payments are not received by the required due date. Collection fees may apply. This HOLD will remain until all payments on all open invoices, including collection fees, have been received by the Flexible Assembly Systems Inc. accounting department.
 - b. The purchase price shall be deemed satisfied if the total invoice amount is paid in full within 30 (thirty) days from the billing date shown on the original invoice.

I have read, understand, and accept the Terms and Conditions provided with this form.

Company: _____ Date: _____

Name: _____ Signature: _____ Title: _____