BSC
Stationery Sales

NEW ACCOUNT APPLICATION FORM

ACCOUNT APPLYING FOR ☐ COD ACCOUNT

IMPORTANT NOTE:

1| First time customers will be required to trade on COD for the first 6(Six) months before terms will be awarded.

2| BSC Stationery Sales PTY LTD is a trade only supplier - only trade customer should apply.

3| No goods can be collected and no good will be delivered until payment reflects on our Bank Statement.

4| The opening of any account in BSC Stationery Sales PTY LTD will be at the sole discretion of management.

Registered Name

Trading Name

Registration Number **VAT Number**

Physical Address

Code

Postal Address

☐ **Same as Physical**

Code

Main Contact Person

Name

Telephone

Email

Person Responsible For Accounts

Name

Telephone

Email

Person Responsible For Purchasing

Name

Telephone

Email

Warehouse or Receiving Contact

Name

Telephone

Email

Directors Details

Name and Surname	ID / Passport Number	Address	Email

Trade References

Company	Contact Person	Contact Number	Credit Limit

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By signing this form you agree:

1| All information contained herein are to the best of your knowledge truthful and correct.

2| That you understand that BSC Stationery Sales PTY LTD is a trade only supplier.

3| That you accept the standard terms and conditions of sale, should you require a copy, you may request such from your sales executive.

4| And understand that returns for damaged and or defective stock must be done within 5 days of signing the delivery note, and can only be done by arranging prior to drop off or collection with your sales representative. Goods correctly supplied cannot returned unless agreed in writing, Credit will be passed at the discretion of management.

5|To consent to BSC Stationery Sales Pty Ltd collecting, storing, and processing personal and company information for account management and compliance with NCA and POPIA.

6| Ownership of all goods remains with BSC Stationery Sales PTY LTD until full payment is received. Risk passes to the Applicant on delivery.

	Customer	Witness	BSC Stationery Sales PTY LTD
Name			
Date			
Place			
Signature			

Supporting documents required

ID(s) of Directors/ Members/Owner	☐
Company Registration / CC Documents	☐
Banking Details	☐
VAT Certificate (if applicable)	☐

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