



CREDIT APPLICATION AND TERMS OF TRADING AGREEMENT

THIS AGREEMENT dated 20 BETWEEN Q-Data Office Solutions and
Company.....

WHERE AS -

The Customer is desirous of establishing a credit trading account with the Supplier and pursuant to its desire to establish a credit trading account has
submitted to the Supplier the information and financial particulars as set out in the First Schedule.
(b) The Supplier has agreed to consider the Application of the Customer and to advise the Customer as to whether or not credit will be extended to the Customer.
(c) The parties agree that in the event of the Supplier granting to the Customer credit facilities then such credit facilities shall be on the terms and conditions herein.

FIRST SCHEDULE

COMPANY / PARTNERSHIP / SOLE TRADER / TRUSTEE COMPANY
Registered Name of Company ABN
Trading Name
Business Address Post Code
Postal Address Post Code
Phone No. Fax No. Email
Contact Name: Purchasing Officer
Contact Name: Accounts Payable
DIRECTORS / PROPRIETORS OF COMPANY COMMENCEMENT DATE OF COMPANY
ESTIMATED MONTHLY PURCHASES \$..... NUMBER OF OFFICE EMPLOYEES
HAVE APPLICANTS EVER BEEN REGISTERED UNDER ANY PART OF THE BANKRUPTCY ACT Yes / No
AFFILIATED OR PARENT COMPANIES
BANK BRANCH
ARE BUSINESS PREMISES OWNED, LEASED, MORTGAGED ?
TRADE REFERENCES/ CREDIT PROVIDERS
NAME ADDRESS PHONE
1.
2.
3.

TERMS:- 15 DAYS FROM END OF MONTH

The Customer and signatories appearing below hereby acknowledge receipt of a copy of the agreement and upon acceptance by the Supplier by way of
written notice or the supply of goods and services AND HAVING READ the terms of the agreement agrees to be bound accordingly. The Customer further
agrees to the obtaining and use of credit information.

SIGNATURE OF AUTHORISED REPRESENTATIVE

FULL NAME POSITION

q-data office choice

www.qdata.com.au

abn 13 057 292 323
p.o. box 1089, hamilton QLD 4007

eagle farm
unit 5, 70 fison ave west
eagle farm QLD 4009
tel (07) 3868 5222
fax (07) 3868 5200
sales@qdata.com.au

brendale
unit 4, 211 leitchs road
brendale Q 4500
tel (07) 3205 4922
fax (07) 3889 7074
sales@qdata.com.au



DOCUMENT CHOICE

Q-Data would like to migrate from a paper-based method of delivering documents to an electronic one. In order to do this we require some information from you as to what best suits your needs.

Please indicate to whom and how you would like to receive your documents from Q-Data Office Solutions.

QUOTATIONS & ORDER CONFIRMATIONS

Contact Name

Fax No / Post / Email

INVOICES

Contact Name

Fax No / Post / Email

STATEMENTS

Contact Name

Fax No / Post / Email

NB: invoices & statements will only be emailed to generic email accounts (ie. accounts@ or info@ etc.)

Company Name: **Phone:**

Purchasing Officer:..... **Email:**.....

Authorised by: **Date:**

.....

www.qdata.com.au everything you need