

ACCOUNT APPLICATION FORM



# SimplyPrint.com

Company Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Company Reg No: \_\_\_\_\_

Company VAT No: \_\_\_\_\_

Main Contact: \_\_\_\_\_

Accounts Contact: \_\_\_\_\_

Approx Annual Print Spend: £ \_\_\_\_\_

All payments will be collected by Direct Debit. We will email you a link from GoCardless after you account has been set up so that you can set up the direct debit. Your bank account will be debited on or shortly after the invoice due date. If you are a large corporation then we can also offer payment by BACS.

**Notes:**

**1) IT IS A CONDITION OF ACCOUNT THAT ALL INVOICES ARE SETTLED WITHIN 14 DAYS (unless a different term has been agreed) OF RECEIPT.**

**2) OVERDUE INVOICES WILL BE CHARGED 8% ABOVE THE STANDARD BANK OF ENGLAND BASE RATE.**

Signature: \_\_\_\_\_ Position: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**DIRECTORS GUARANTEE**

For a credit account application to be considered, SimplyPrint requires that a Directors Guarantee must be completed by all applicants who are considered as a Small Company under the Companies Act i.e those with an annual turnover of £5,600,000 or less

Name of Company applying for a credit account: \_\_\_\_\_

Company Registration Number: \_\_\_\_\_

Home Address Line 1: \_\_\_\_\_

Home Address Line 2: \_\_\_\_\_

Home Address Line 3: \_\_\_\_\_

Home Address Line 4: \_\_\_\_\_

Home Postcode: \_\_\_\_\_

Home Telephone: \_\_\_\_\_  
Home Fax: \_\_\_\_\_

To SimplyPrint

I confirm that I am a Director of the above named company and that in consideration of your continuing to supply them I hereby guarantee all liabilities of above named company to yourselves howsoever arising and I undertake to indemnify you immediately on first demand without setoff or deduction in respect of all losses, claims, damages, costs and any other indebtedness which may arise.

This guarantee is continuing security and primary obligation which shall not be affected by any waiver, release or indulgence allowed to above named company.

Yours faithfully,

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**CREDIT REFERENCES**

Please supply details of 2 references for us to speak to. Please complete as much of the detail as possible.

**Business 1**

Contact Name \_\_\_\_\_

Company Name: \_\_\_\_\_

Full Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

**Business 2**

Contact Name \_\_\_\_\_

Company Name: \_\_\_\_\_

Full Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

On receipt of the application, we will perform a credit check.

By applying for an account, you are agreeing to SimplyPrint's Terms and Conditions which can be found here:

<http://www.simplyprint.com/terms.php>

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**OFFICE USE ONLY**

ACCOUNT AGREED: \_\_\_\_\_ SALES CODE: \_\_\_\_\_

DATE: \_\_\_\_\_ ACCOUNT CODE: \_\_\_\_\_

**Scan and Email to: [sales@simplyprint.com](mailto:sales@simplyprint.com) or post to office address below**

HEAD OFFICE: JAGKU LTD T/A SIMPLYPRINT, 40 BOWLING GREEN LANE, LONDON, EC1R 0NE

REGISTERED IN ENGLAND NO 07306889