



BUSINESS CREDIT AGREEMENT

This entire application form must be completed, including the attached Guarantee.

Name of Business: _____ Phone #: _____
 Trade Name: _____ Fax#: _____
 Cell Phone # _____ # Years in Business: _____
 Website address: _____ E-mail address: _____
 Billing Address: _____ City: _____ State: _____ Zip: _____
 Shipping Address: _____ City: _____ State: _____ Zip: _____
 Business premises are: owned leased rented

Type of Business (please check):

Sole Proprietorship Partnership Corporation Other - describe _____
 If Incorporated: State of Incorporation _____ Year of Incorporation _____
 FID # _____ Annual Sales (\$) _____

Have you done business under any other name? If so, what name and address? _____
 Person to contact in accounts payable: _____

Officers, Principals and Owners (provide this information on all officers and owners):

Name and Home Address	D.O.B.	Social Security #	Title(s)	Percentage Ownership
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Bank Reference (state branch and contact): _____

Three Trade References, Addresses, Phone and Fax Numbers, Account Numbers

1. _____
2. _____
3. _____

Estimated Monthly Purchases \$ _____ **Credit Line Requested** \$ _____

Names of Individuals authorized to charge on behalf of the Business:

Names: _____ Titles: _____

Applicant agrees that Hingham Lumber Company, Inc. has a right to conduct a credit investigation over and beyond the references listed above.

TERMS & CONDITIONS

Credit Terms: All accounts exceeding 60 days past initial statement date will be put on hold until payments are made to bring the account to a current status. Names of individuals authorized to use this account are to be stated in writing by the customer.

Discount Terms: Balances paid in full by the 10th day of the following month of purchase (**Invoice Date**) are allowed a 2% discount. **Cash or Check Only, Bankcards are not accepted for the 2% discount.**

Finance Charges: Finance Charges will be assessed on all balances exceeding 30 days of initial statement date. The finance charge is calculated at 1.5% of the outstanding balance not to exceed an annual percentage rate of 18.0%, or the maximum permitted by law, whichever is greater.

Check Return Policy: Our check return policy is to charge a \$25 administrative fee for each check returned from the customer’s financial institution, plus whatever charge is assessed by our bank.

Product Return Policy: The customer is responsible to make all merchandise returns with 30 days of the date of purchase. Special Order sales are final unless otherwise notified by Hingham Lumber Company. Hingham Lumber Company reserves the right to charge a minimum of 10% for all returned merchandise and 10% additional for pick-up of returned merchandise.

Collection Policy: If this account is placed for collection, I/We agree to pay all charges for collection, including attorney fees, court costs and all recording or filing fees.

NO ALTERATION OF PAYMENT CONDITIONS WILL BE ACCEPTED UNLESS APPROVED IN WRITING BY HINGHAM LUMBER COMPANY.

By signing below I represent that my business is a valid business entity, that I am an authorized representative of the business with authority to enter into this credit application agreement and that my business always requires a written contract signed by the property owner for all projects. On behalf of my business, I certify that all information provided in this application is complete and accurate and I authorize Hingham Lumber Company to obtain information about my business and me personally from the bank and trade references listed above, from credit reporting agencies and other resources Hingham Lumber Company deems appropriate in considering this application.

I agree to immediately notify Hingham Lumber Company of any change of address, or in ownership or form of business.

SIGNED UNDER SEAL ACKNOWLEDGING MY UNDERSTANDING OF CREDIT TERMS & CONDITIONS

Signature _____ Date: ____/____/____

Company Title _____

(Internal Use Only)

Credit Line Approved \$ _____ Account # _____



PERSONAL GUARANTEE

For value received, the receipt of which is hereby acknowledged, and in order to induce Hingham Lumber to extend credit to the business applicant named below, of which I am an officer and/or owner, the undersigned guarantees to Hingham Lumber Company the prompt payment of all sums due by my business to Hingham Lumber Company. The undersigned agrees to remain bound by this guarantee notwithstanding any extension, indulgence or change in the terms of payments made between my business and Hingham Lumber Company. I waive all suretyship defenses and notices. The undersigned's obligation is to be that of a principal in the event of default, without obligation of Hingham Lumber Company to first exhaust its remedies against applicant, or to pursue other collateral. If this account is placed for collection, I agree to pay all costs of collection, including attorney's fees and court costs.

No termination of this guarantee shall be effective except if sent to Hingham Lumber Company by registered mail naming an effective date after receipt of said notice. Such termination shall not affect the liability of the undersigned with respect to any credit extended to the applicant of this credit agreement prior to said termination date.

I authorize any needed credit investigation for action on this credit application. I hereby indemnify Hingham Lumber Company and any of their agents from any liability resulting from their credit survey. I agree that Hingham Lumber Company may report account receivable information to various consumer and commercial credit agencies. No merger, incorporation, reorganization, bankruptcy or sale of business shall terminate this guarantee.

Name of Business: _____

Guarantor:

Sign (Individually) Print Name Date
(USE NO TITLES WHEN SIGNING e.g. President, Trustees, etc).

Home Address

Signed in the presence of: _____ **(Required)**