

MID-SOUTH COLOR LABS, INC.

496 Emmett St.
Jackson, TN 38301

Business Forms Package

Thank you for your interest in Mid-South Color Labs, Inc. We are pleased to provide many of the business forms necessary to setup or maintain your account in convenient pdf format. We've put explanations below of everything contained. However, if you need assistance, please feel free to call us with any questions.

New Account Setup Form

– If you did not complete this form on our web site, please complete it now and return with your first order or by fax. It will help us in setting up your account and in determining what supplies to send you later.

Credit Application

– The credit application is necessary if you would like to open a 30 day account and receive a statement at the end of each month. Simply follow the instructions on the application and provide as much information as possible. All information will be held in the strictest confidence. When the application is complete, you may either send it in with your first order or fax it to us. In the meantime, we will be glad to send your orders COD or by credit card payments.

Credit Card Authorization

– This form is used if you would like to pay each order by credit card when shipped. It may also be sent with your first order or faxed.

Customer Preference Profile

– The customer preference profile is our key to providing you with portraits matched to your specifications. It gives us specific instructions for everything from retouching to finishing. We will use this information in the absence of specific instructions with an order. Again, please give us as much information as possible and remember to fill out both pages of the form. Return this form with your credit application or credit card authorization form.

Blanket Certificate of Resale

– This form is for businesses in the state of Tennessee only. It is a tax exemption form and must be completed before we can identify your account as being tax exempt. Enter *Mid-South Color Labs, Inc.* in the vendor section, then provide us with your company name and address, the person who completed the form, sales tax number, and completion date. You may return this form with your credit application or credit card authorization form.

MID-SOUTH COLOR LABS, INC.
NEW ACCOUNT SETUP SHEET

Please provide us with the following information to help us determine how we can best serve you.
Thanks for your interest in Mid-South Color Labs.

Name: _____

Business Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail Address (required): _____

Telephone: _____ **Fax Number:** _____

Nature of Business: Portrait %_____, or Wedding %_____,
or School/Prom %_____, or Commercial %_____.

Business Ownership: Sole Proprietor _____, or
Corporation _____, or Partnership _____.

State Sales Tax No: _____

Percentage Income from Photography: %_____

No. Years in Business: _____

No. Employees (including self): _____

Camera Formats Used: _____

Do You Use PhotoShop: _____

Est. Annual Lab Volume \$: _____

Preferred method of payment (circle one):

Open Acct (with approved credit application)

Credit Card (see authorization form, all four major credit cards accepted)

COD (will incur extra \$10 cod charge per package)

Name of Current Lab: _____

If you have had problems with a previous lab, list occurrences beginning with most important: _____

How Did You Hear of Mid-South: _____

Mid-South Services of Interest and Comments:

Thank you!!

**MID-SOUTH COLOR LABS, INC.
CREDIT APPLICATION**

BY:

NAME OF FIRM OR INDIVIDUAL _____ MONTH/DAY/YEAR _____

ADDRESS (Please indicate if this is a residential or business address. This is for our shipping reference).

CITY _____ STATE _____ ZIP _____ AREA CODE _____ PHONE# _____

FAX NO. _____

HEREBY applies for credit in accordance with the terms and conditions of Mid-South Color Labs, Inc., as described below.

OWNERSHIP:

The following information must be provided. It will be held in the *strictest* confidence.

CORPORATION CHECK HERE IF INCORPORATED IN THE PAST 12 MONTHS PARTNERSHIP INDIVIDUAL

NAME(S) OF PRINCIPAL(S) _____ COMPLETE ADDRESS _____ ZIP _____ AREA CODE _____ PHONE# _____

FINANCE:

BANK _____ BANK ADDRESS _____

BANK OFFICER OR DEPARTMENT _____ PHONE _____

TRADE REFERENCES:

BUSINESS NAME _____ COMPLETE ADDRESS _____ ZIP _____ \$ HIGH CREDIT _____

1. _____

2. _____

3. _____

4. _____

Other color labs and photographic industry suppliers are your best references. Incomplete names and addresses will cause delay in the approval of your account.

Terms & Conditions: Open accounts are extended to credit worthy, prompt paying customers. Each shipment is invoiced separately. A statement is sent at the end of each month which is payable by the 10th of the month following billing. If payment is not made by the 30th, the account is subject to be put on a COD basis. Accounts 30 days past due will be charged a monthly late charge of 1 1/2% per month (18% Annual Percentage Rate) on the unpaid balance.

The undersigned in consideration of the extension of credit hereby agrees to pay all costs of collecting, or securing or attempting to collect or secure any indebtedness of the undersigned to Mid-South Color Labs, Inc. including a reasonable Attorney's fee, whether the same be collected or secured by suit or otherwise.

This application will be governed by the laws of the State of Tennessee. In support of this application, Mid-South Color Labs, Inc. is hereby authorized to obtain credit and/or financial information from my/our bank(s), other financial institutions or commercial firms with whom I/we have done business.

We certify that all the information on this form is correct. We fully understand your credit terms and agree to the proper payment in the consideration of extended credit.

Signature _____ Date _____

PLEASE DO NOT WRITE IN SPACE BELOW.

VERIFICATION:

REFERENCES CHECKED BY _____ CREDIT APPROVED BY _____

REFERENCE RESULTS _____ CREDIT REFUSED BY _____

MONTH/DAY/YEAR _____

RETURN TO: Mid-South Color Labs, Inc., P. O. Box 2008, Jackson, TN 38301-2008 FAX: 731/424-190

MID-SOUTH COLOR LABS, INC.

496 Emmett Street
Jackson, TN 38301

731.422.6691 • 800.221.3920

Fax 731.424.1902 • www.midsouthcolor.com

CREDIT CARD PAYMENT AUTHORIZATION FORM

Form must be completely filled out. Please print legibly.

Today's Date: _____ Daytime Phone Number: _____

As a signer of the card listed below, I authorize Mid-South Color Labs, Inc. to charge this card for all charges to my account.

Card type (circle one): Visa Mastercard Amex Discover
Debit card _____ or Credit card _____

Company Name: _____

Attention: _____

Card# _____

Expiration Date: _____

Security Code: _____

Name on Card: _____

Billing Address: _____

Cardholder's or Authorized Person's Signature:

Customer Preference Profile

In order to serve you better, please check your preferences. Write in any special instructions.

Digital Retouching

Senior retouching uses specialized retouching software to remove blemishes and soften under eyes. Basic retouching includes blemish removal, line softening and teeth whitening. Enhanced retouching adds eye enhancement, and more detailed softening of facial lines.

Senior Retouching Basic Retouching Enhanced Retouching

List any special retouching requests: _____

Printing Instructions

Color: Warm (yellow-red) Lab Standard Cool (blue-green)

Density: Lighter Lab Standard Darker

List any special Printing requests: _____

Gold Stamping

Do you want prints gold stamped? Yes No

If Yes, what sizes get stamped? All Specify _____

Which side of print do you prefer? Left Right

Can the stamp be placed on body? Yes No Use Judgement

Other: _____

Hand Signing

Do you want large prints hand signed? Yes No

If Yes, what sizes get signed? All Large (over 16x20)

Other: _____

Canvas Mounting

Do you prefer: Standard Weave Fine Weave

Spray

Surface: Smooth Texture **Finish:** Lustre Gloss Matte

Die Cut Wallets

Yes No

Billing

Open Account Credit Card Cash COD

Shipping

FedEx: Ground Exp. Saver 2 Day Air Next Day Air Priority Next Day Air

Other: US Mail Pick-up



496 Emmett ST - Jackson, TN - 38301

(731)-422-6691 or 1-800-221-3920

www.midsouthcolor.com



BLANKET CERTIFICATE OF RESALE

TO: _____

Vendor

The undersigned hereby certifies that the merchandise purchased on each order we shall give, and until this notice is revoked by us in writing, is purchased for

- Resale as tangible personal property, or resale of a service subject to tax.
- A component part of an article to be produced for sale by manufacturing, assembling, processing, or refining.
- Rental or leasing of tangible personal property.
- Use in accordance with the provisions of Rule No. 68. (A copy of the letter must be given to the vendor.)
-

(Indicate the purpose for which the property is bought when no Sales or Use Tax is to be collected.)

Sales Tax Registration Number _____
 of Purchaser _____
 Date _____

Name of Business _____
 Name of Dealer _____
 By: _____
 Address _____

WARNING

This Certificate must be completed and signed before it is valid.

The vendor must know, within the use of ordinary care, that the merchandise obtained upon this certificate of resale is that normally sold by the vendee in his usual course of business. Vendors failing to exercise such care will be held liable for the Sales Tax due upon such purchases. Any merchandise obtained upon this resale certificate is subject to the Sales and Use Tax if it is used or consumed by the vendee in any manner, and must be reported and the tax paid thereon direct to the Department of Revenue.

SECTION 67-3041 OF THE "TENNESSEE CODE ANNOTATED" MAKES IT A MISDEMEANOR TO MISUSE A CERTIFICATE OF REGISTRATION WITHOUT PAYING THE SALES AND USE TAXES, AND SUBJECTS THE CERTIFICATE TO REVOCATION.