

# AUTOMATED BUSINESS MACHINES, INC.

## F&E CHECK PROTECTOR COMPANY

6073 N.W. 167<sup>th</sup> Street, Suite C-24 • Miami, FL 33015-4347

Miami-Dade: (305) 620-0020 • Broward: (954) 739-1222 • Palm Beach: (561) 833-9044 • Fax: (305) 620-2201

### Credit Application

Name of Organization: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
\_\_\_\_\_

Shipping Address: \_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Federal ID #: \_\_\_\_\_

Do you issue Purchase Orders?  Yes  No

Is your organization tax exempt? \* Yes  No

Will you be purchasing for resale? \* Yes  No

\* State Tax Certificate # \_\_\_\_\_

Accounts Payable Contact \_\_\_\_\_

Accounts Payable Phone # \_\_\_\_\_

Date organization was established: \_\_\_\_\_

Sole Owner  Partnership  Corporation

Government  Educational  Non-Profit

### Principals of Organization

President: \_\_\_\_\_

Vice-President: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Controller: \_\_\_\_\_

Buyer: \_\_\_\_\_

### TRADE REFERENCES

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Account #: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Account #: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Account #: \_\_\_\_\_

### BANK REFERENCE:

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Account #: \_\_\_\_\_

We/I authorize Automated Business Machines, Inc. to conduct a credit inquiry, and if this application is approved on an open account basis, we/I agree to pay our/my account in accordance with Automated's credit terms. **TERMS: Net 30 days** from the invoice date and interest will accumulate on all overdue invoices at a rate of 1 1/2% per month. First time shipments will go out on a C.O.D. basis. Accounts 60 days overdue will be placed on a C.O.D. status until overdue payments are received. No orders will be processed for customers who have invoices 90 days past due. **Minimum billing is \$20.00.**

We/I have read and understood the general information sheet and agree to pay all collection agency fees, court costs, and reasonable attorney's fees in case of collection or suit for collection as well as maximum legal interest.

By: \_\_\_\_\_

Authorized Signature and Title

\_\_\_\_\_

Please Print Name

Date: \_\_\_\_\_

# **AUTOMATED BUSINESS MACHINES, INC.**

## **GENERAL INFORMATION**

**PRICING:** Current pricing is based on manufacturer's suggested list pricing and is subject to change without notice. Please call for most current pricing.

**TERMS:** Cash, Check\*, ACH, Wire Transfer, Visa, MasterCard, American Express, Discover. If approved on an open account basis, payments are due within 30 days of the invoice date. First time orders for new accounts will go out on a C.O.D. basis. Minimum item order is \$20.00. Shipment will be delayed to an account with a balance 30 days past due until customer notifies A.B.M. when payment will be made. Shipment will be suspended to an account with a balance 60 days past due. Late (finance) charge of 1 ½ % per month will be applied to all accounts with balances past 30 days due. The customer is responsible for any collection costs incurred by Automated Business Machines, Inc.

**\* Your check is Welcome!**

*If your check is returned for non-sufficient funds, you expressly authorize your account to be electronically debited or bank drafted for the amount of the check plus any applicable fees. The use of a check for payment is your acknowledgement and acceptance of this policy and its terms and conditions.*

**RETURNS:** Automated Business Machines, Inc. accepts returns with verbal approval. The product must be returned as informed, in its original packaging and in original condition to receive credit. Upon inspection, all non-defective items returned are subject to a 20% re-stocking fee less freight charges. Special order items such as non-standard voltage motors, wiring & plugs on machinery, signature plates, prefix and/or name dies, custom-built machines and non-inventoried items are not returnable.

**GUARANTEE:** Most products sold by A.B.M. come with a manufacturer's parts warranty, which Automated Business Machines, Inc. will take care off on machinery up to the first 90 days. Individual parts sales are warranted for 30 days. Electrical components are only warranted if the manufacturer provides one. Any service work performed on machinery with their parts still available from the manufacturer will receive a 30-day warranty on the work performed. In no event will Automated Business Machines, Inc. be liable for any special or consequential damages whatsoever, arising from warranty, contract, negligence or otherwise.

**SHIPMENTS:** Domestic orders are shipped via UPS Ground to the destination specified by the customer unless otherwise requested. A shipment other than UPS Ground incurs further charges. All sales are F.O.B. shipping point. We will prepay the freight and add the amount to the invoice. Any incorrect zip codes, addresses, room #'s, etc. that Automated Business Machines, Inc. is charged for by the freight company will be passed on to the customer. (Please verify your shipping address before sending orders.)

**PARTS/SUPPLIES ORDERS:** For the safety of your company and ours, all "to be" shipped orders must be in writing either faxed, mailed, or e-mailed, to the attention of our order department. You may use your company letterhead, a fax cover sheet or a purchase order if your company requires it. A shipping & handling charge will be added to every invoice.

**SALES TAX:** Florida State Sales Tax is not a charge but a collection for The Florida Department of Revenue. Applicable sales tax is collected with every order unless we have a current State Certificate of exemption on file at our office. Export orders are exempt only if Automated Business Machines, Inc. ships directly out of the State of Florida or to a local freight forwarder, whom will provide us with a Freight Bill of Lading.

**BILLING:** Automated Business Machines, Inc. sends invoices to the address listed on your purchase order. Any changes to that address, once the account is set up, needs to be done in writing. A.B.M. can send a copy of the invoice to the ship-to location if requested at the time of the order.

As always, let us thank you for past business and for continuing to be your supplier of specialized equipment.