



2036 Lord Baltimore Dr, Windsor Mill, MD 21244
 Phone: 410.298.7500 | Fax: 410-298-2089

New Customer Information

Thank you for your interest in our company. We appreciate the opportunity to serve you and welcome you as a new customer. Please read our terms and conditions thoroughly and complete the information below.

Sales Representative Name

(Please Print or Type)

Firm Legal Name	<input type="text"/>	Main Phone#	<input type="text"/>
Trade Name (if different)	<input type="text"/>	Fax#	<input type="text"/>
BILLING Address	<input type="text"/>	City, State, Zip	<input type="text"/>
DELIVERY Address <i>(If different from above)</i>	<input type="text"/>	City, State, Zip	<input type="text"/>
Nature of Business	<input type="text"/>	Sales Volume	<input type="text"/>
Federal ID#/SSN	<input type="text"/>	D&B#	<input type="text"/>
State of Incorp	<input type="text"/>	Date of Incorp	<input type="text"/>
Years in Business	<input type="text"/>	Buying affiliation	<input type="text"/>
		Legal Identity (select one):	<input type="text"/>

Has present Firm ever done business under other names or at another address? (Y/N)

If yes, what were the names/addresses?

Are you exempt from sales tax? (Yes / No) Sales Tax Exempt /Resale #
(If Yes, please provide copy of your Sales Tax exempt or Resale Certificate)

Most Convenient time for sales call (day/time) Appointment required for sales call (Y/N)

Delivery Restrictions (receiving days / hours)

Delivery Appointment necessary (Yes/ No)

Buyer

Contact Name	<input type="text"/>	Phone#	<input type="text"/>
Email address	<input type="text"/>	Fax#	<input type="text"/>

Accounts Payable

Contact Name	<input type="text"/>	AP Phone#	<input type="text"/>
Email address	<input type="text"/>	Fax#	<input type="text"/>

Principal Officers / Owner / Partners

Name	<input type="text"/>	Title	<input type="text"/>
Address	<input type="text"/>	Phone#	<input type="text"/>
Name	<input type="text"/>	Title	<input type="text"/>
Address	<input type="text"/>	Phone#	<input type="text"/>

Bank References

Bank Name	<input type="text"/>	Branch	<input type="text"/>
Bank Contact	<input type="text"/>	Phone#	<input type="text"/>
Checking Account #	<input type="text"/>	Savings Account #	<input type="text"/>

Trade References

VENDOR NAME	CONTACT EMAIL	PHONE NUMBER	Address
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

The information in this form is true and complete. I have read and understand the Terms & Conditions accompanying this form. (See 2nd tab)
 I am authorized to obtain credit for our company and you may obtain references from any of the banks or other references we have listed. We agree to pay all charges with terms of net 30 days unless other terms are specified. If we do not, then you may assess service charges of 2% per month of the unpaid balance of this account.
 If our account should become delinquent and you are required to employ an attorney or collection agency to collect it, then we agree to pay fees incurred for such collection.

Authorized Signature: Name and Title: Date:

Electronic Signatures can not be accepted (please print and sign)

Please complete, sign and return this form to ensure prompt processing via email to: AR@formaninc.com or Fax 410-298-2089

TERMS & CONDITIONS

1. MINIMUM ORDER FOR DELIVERY

A minimum order for delivery from the Forman warehouse shall have a value of at least \$1,500.00 of items listed in our catalog and shall be delivered freight prepaid within our designated delivery area. For deliveries outside the designated delivery area, the minimum order is \$1,500.00 FOB Laurel, MD. freight collect.

2. PALLET EXCHANGE POLICY

Our driver will request an equal number of like pallets in exchange for those delivered. If none are available, you will be billed for pallets received.

3. PRICING

Due to fluctuations in the marketplace, prices and terms set forth herein are subject to change without notice. Please contact your Sales Representative or Customer Service Representative for current pricing.

4. CASH TERMS

0%, 1%, or 2% 30 days, net 31 days cash discount will be allowed where earned. Generally, the cash discount offered is equal to that of the manufacturer's product purchased. Each line of your Forman invoice will reflect a different cash discount, depending upon the manufacturer, with a total of all the cash discounts earned, if paid on time, appearing at the bottom of the invoice.

5. RETURNS

No merchandise may be returned without our written authorization. Where the return is not the result of our shipping error, the return shall be subject to a 20% restocking charge. No return can be accepted of merchandise purchased more than 60 days prior to the date of request to return. No return can be accepted of merchandise not listed in our catalog; that is, non-stock merchandise brought in to your specifications. Merchandise must be returned in good saleable condition in unopened, complete case quantities. No merchandise will be accepted for return whose shelf life has expired. All product returned must have been purchased from Forman, Inc.

6. BACK ORDERS

Please re-order any quantities of products not shipped by us due to out-of-stock or insufficient inventory. We do not automatically back order unfilled items ordered. If you would like shorted products to be automatically back ordered, please inform our Customer Service Department of this preference and they will see to it that back orders are automatically re-entered in our computer system. Back ordered items, upon arrival at our warehouse, will be shipped with your next regular order.

7. GENERAL TERMS

FORMAN, INC. MAKES NO WARRANTIES (INCLUDING WARRANTIES AS TO MERCHANTABILITY OR FITNESS) EITHER EXPRESSED OR IMPLIED WITH RESPECT TO THE PRODUCTS SHIPPED. BUYERS SHALL BE LIMITED TO THE WARRANTIES OF THE RESPECTIVE MANUFACTURERS OF THE PRODUCTS SUPPLIED BY FORMAN, INC. TO THE BUYERS AND ALL OTHERS ARE EXPRESSLY DISCLAIMED.

BUYER'S SOLE REMEDY, WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, IN NEGLIGENCE, OR OTHERWISE SHALL NOT EXCEED THE RETURN OF THE AMOUNT OF THE PURCHASE PRICE PAID BY THE BUYER AND UNDER NO CIRCUMSTANCES SHALL FORMAN, INC. BE LIABLE FOR SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

Buyer agrees that any claim for defective merchandise not made within thirty (30) days of delivery of merchandise to the Buyer shall be deemed waived. If requested by Forman, Inc., defective merchandise shall be made available to Forman, Inc. to pick-up at Buyer's site. Any such requests by Forman, Inc. shall be made within five (5) days of receipt of notification by Buyer of its receipt of defective goods.

Buyer agrees that any claim for shorted or damaged merchandise must be made at the time of delivery and should be duly noted on the Delivery Ticket.

Forman, Inc. shall not be liable for damages resulting from failure to make or delay in making delivery because of fire, flood, strikes, riots, transport equipment shortage or breakdown, Acts of God, or any circumstances or other unavoidable cause beyond Forman Inc.'s control except for its own gross negligence.

Revised January 1, 2014