



RETAILER INFORMATION FORM

Alvin & Company, Inc. • P.O. Box 188 • Windsor, CT 06095
Phone: 800-444-2584 • Fax: 800-777-2896 • Email: cs@alvinco.com

Alvin & Co., Inc. does not sell directly to consumers or end users. By completing this form, you are requesting trade terms and retailer status as a valid reseller of the products manufactured and distributed by Alvin & Co., Inc.

PLEASE PRINT

Legal Business Name: _____ Doing Business As: _____

President/CEO/Owner: _____ President/CEO/Owner E-Mail: _____

A/P Contact: _____ A/P E-Mail: _____

Buyer Contact: _____ Buyer E-Mail: _____

Billing Address: _____ City: _____ State/Province: _____

Zip Code: _____ Phone: _____ Fax: _____

Ship To Address: _____ City: _____ State/Province: _____

Zip Code: _____ Phone: _____ Fax: _____

Type of business: Wholesale Retail Storefront Storefront & Online Online Only Catalog Sales Manufacturer
(check all that apply)

Contractor (Type): _____ Other Reseller (Describe) _____

Years in this business: _____ Years at this address: _____ Annual Sales: _____

Legal Status: Corporation Partnership LLC Sole Proprietor (include Driver's Lic. #/State): _____

Federal Taxpayer ID #: _____ State Taxpayer ID #: _____

Is this a subsidiary company?: Y N If yes, name and address of parent company: _____

Buying Group member?: Y N Group name(s): _____

BANK REFERENCES

Name of Bank: _____ Contact: _____

Address: _____ Phone: _____

Fax: _____

Acct: _____

Dunns #: _____

TRADE REFERENCES (List only suppliers of similar merchandise that you seek to purchase from Alvin, with at least 1 year of history)

Name: _____ Contact: _____

Address: _____ Phone: _____

Fax: _____

Acct #: _____

Name: _____ Contact: _____

Address: _____ Phone: _____

Fax: _____

Acct #: _____

Name: _____ Contact: _____

Address: _____ Phone: _____

Fax: _____

Acct #: _____

Name: _____ Contact: _____

Address: _____ Phone: _____

Fax: _____

Acct #: _____

Please submit resale certification with this form (not a sales tax permit).

Alvin takes your credit very seriously. Your credit is good until you prove otherwise. Alvin's standard terms are Net 30 days. Initial credit limits are based on a standard credit review, anticipated monthly purchases and expected timely payments. Payment terms and/or credit limits may be modified by Alvin at any time based on payment and sales activity. Alvin & Co. Inc. reserves the right to grant credit or deny credit increases at its sole discretion. The terms may not be modified or amended by the buyer unless agreed to in writing by Alvin & Co., Inc. in advance.

LEGAL DISCLAIMER

Title to goods being purchased are retained by Alvin & Co., Inc. until goods are paid for by the purchaser and only at that time shall title pass to the purchaser. Alvin & Co., Inc. expressly disclaims all warranties either expressed or implied, including an implied or expressed disclaimer of warranty of merchantability or fitness for a particular purpose. This disclaimer by Alvin & Co., Inc. in no way affects the terms of the manufacturer's warranty, if any. Important note: If the terms and conditions stated on your purchase order differ from those stated on our invoice, and you do not notify Alvin & Co., Inc. within 10 days of receipt of invoice for resolution, it shall signify your acceptance of our terms as stated on our invoice.

PAYMENT OPTIONS

Alvin & Co., Inc. accepts payment by check, bank wire, ACH credit and all major credit cards. Credit card charges are not submitted until time of shipment.

APPLICANT AUTHORIZATION AND CERTIFICATION

I grant permission for Alvin & Co., Inc. or its agents to contact the references provided on this application to verify my credit and to obtain a credit report on the applicant. Further, I agree to pay Alvin & Co., Inc. according to the terms stated on their invoices. I agree that interest at the rate of 1.5% per month (18% per year) may be added to invoices which have not been paid and are past their due date. I agree to pay the cost of collection, including attorney's fees and interest charges incurred in case payment is not made when due and is past the due date of any Alvin & Co., Inc. invoice. I agree that all checks returned by the bank for any reason will be subject to a \$30.00 surcharge.

I certify that the applicant company is in the business of reselling products in their original form and at the retail level and the products to be purchased from Alvin & Co., Inc. are not for the applicant's own use or consumption.

The undersigned hereby certifies that he or she is duly authorized to sign this application on behalf of applicant, that the information given in this application is true and correct to the best of his or her knowledge, and the the applicant has read, understands and hereby agrees to the foregoing terms and conditions.

_____	_____
Legal Name of Applicant Company	Requested Line of Credit
_____	_____
Authorized Signature	Print Name
_____	_____
Title	Date

A valid Resale Certificate or Exemption Certificate MUST accompany this credit application. Alvin & Co., Inc. has a statutory responsibility to charge and collect the appropriate state sales tax unless a valid RESALE certification (NOT a TAX PERMIT) is on file. Uniform multi-jurisdictional resale certification forms are acceptable.

If an order is submitted with this form, while we establish your credit, would you like us to ship THIS ORDER and charge a credit card for this order only?

Credit Card #: _____ Exp. Date: _____ CVV Code: _____

Name on Credit Card: _____ Signature: _____

Billing Address on Credit Card: _____

Returns Policy: A 25% handling charge applies to all authorized returns except those due to our error. No return merchandise accepted without prior written approval of our Customer Service Department. Unauthorized returns are subject to refusal or a 35% handling charge at Alvin's discretion. Unpaid handling charges will cause your account to go on credit hold.

Deduction Policy: Unauthorized deductions will not be allowed without prior approval. Please contact our customer service department for approval. Written notice of disputed invoices must be received within 10 days of receipt of invoice. Unauthorized deductions that remain unpaid will cause your account to go on credit hold.

Credit Hold Policy: Any order on credit hold for more than thirty days will be deleted. To receive merchandise, a new purchase order must be submitted and the account balance must be current.