

# CREDIT ACCOUNT APPLICATION FORM

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

Registration No: (if Ltd.) \_\_\_\_\_

VAT No: \_\_\_\_\_

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

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_  \_\_\_\_\_  \_\_\_\_\_

Email Address for invoices: \_\_\_\_\_

Authorised Personnel Name:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

Payment Method:

Cheque                      BACS                      Card-Phone

Credit Limit:

Maximum credits limit that you would like to have: £ \_\_\_\_\_

### Terms and Conditions:

It is the account holder's responsibility to ensure all staff taxis are used **ONLY** by staff. **LINK SHIRES** are not liable for any fares arising from misuse or misrepresentation by any of the staff. A 15% Administration charge will be added to the invoice. All due accounts must be settled within 14 days from date of invoice. All cheques should be made payable to **LINK SHIRES**. Any termination of contract is subject to 4 weeks notice. **LINK SHIRES** and/or persons or companies acting on behalf reserve the right to charge interest on overdue sums at 5% per calendar month calculated on a daily basis, for all monies outstanding after 30 days from the date of the original invoice. The company also reserves the right to vary the rate of interest charged, 20 % VAT will be charged on all journeys. **LINK SHIRES** and/or persons or companies acting on our behalf, or as agents, reserves the right to charge and recover all costs incurred in connection with the pursuance and/or recovery of outstanding monies or property.

I/We apply for credit facilities and agree to the Terms and Conditions above.

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

Print Name: \_\_\_\_\_ Position: \_\_\_\_\_

**Office use only:** Accounts Reference

No: \_\_\_\_\_