



IMAGINATION STARTS HERE

*Thank you for your interest in Beka products.*

*We appreciate your business, and look forward to earning your continued support!*

*- The Beka Folks*

## Account Application & Terms of Sale

January 2010

Replaces all previous descriptions of policies, fees and terms of sale

### Complete the following (please print):

Company Name: \_\_\_\_\_ Phone/Fax: \_\_\_\_\_

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

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

Name of Owner: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized Buyers: \_\_\_\_\_

**Type of Store** (circle): Brick & Mortar On-Line Paper Catalog Other (Describe):

**Product Line Interested in** (circle): Children's Products Fiber Craft Products

### References:

Bank Name: \_\_\_\_\_ Account # \_\_\_\_\_

Address: \_\_\_\_\_ Contact Person: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

### Trade References:

### Account #

1. Name: \_\_\_\_\_

Phone / Fax: \_\_\_\_\_

2. Name: \_\_\_\_\_

Phone / Fax: \_\_\_\_\_

### Credit Card (Required for online only customers, otherwise optional):

Visa or MasterCard: \_\_\_\_ Name on card: \_\_\_\_\_ Acct. #: \_\_\_\_\_

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

Please call **us with the Security Code & Expiration Date**

### Terms and Policies:

- Complete BOTH pages. Review our policies, provide requested information, and return a signed copy of this form. **Signatures verify you understand and agree to adhere to our policies.**
- Standard terms vary from pre-pays with credit cards for drop ship only dealers to net 30 days for most stocking dealers. **Credit limits and terms are established on a case by case basis.**
- Pay from invoices. Statements are issued to confirm balances, and assess finance charges.
- Past due invoices are assessed finance charges of 1-1/2% per month (minimum \$5.00 per month). Payments are applied to outstanding finance charges, then outstanding invoice balances.
- Orders may be held if credit limit will be exceeded or if any invoices are past due.
- Special discounts and/or freight allowances are void on invoices not paid within stated terms.
- **We reserve the right to withhold drop ship services from retailers not complying with our Minimum Advertised Price (MAP) policy of "MSRP less 15%" (described on next page).**

**PLEASE COMPLETE BOTH SIDES**

**Shipping Costs:**

Prices quoted FOB our St. Paul shop. Freight may be pre-paid, then billed along with goods shipped. Discounted freight: 50% on \$1,000 orders, 100% on \$2,000 orders shipped to one address in lower 48 states (does not apply if advertising fees, catalog fees, or promotional discounts are in place). Invoices must be paid within stated terms to qualify for freight discounts.

**Damaged Goods:**

Claims for shipping damage must be made within 30 days of receipt of goods. Replacement parts, replacement goods, returns, and/or credits are issued at our discretion.

**Minimum Advertised Price (MAP) Policy:**

To qualify for drop ship services, retailers must purchase and stock Beka products on a regular basis OR adhere to a MAP threshold of "MSRP less 15%": Minimum advertised retail prices must be equal to or greater than 85% of retail prices listed on Beka's web site (our MSRP).

This policy applies to US based retailers and relates to drop shipping within the US. Retailers in violation of this policy will not be eligible for drop shipping services from Beka.

**Shipping & Handling:**

- \$6.00 for C.O.D. orders
- \$6.00 per package drop shipped
- \$10.00 per package shipped via the U.S. Postal Service (\$16.00 if drop shipped)
- Above fees are in addition to per package transportation costs

**Other items of note:**

- 15% re-stocking fee on returned goods, freight not credited. Returns by prior approval only.
- Discounts and dating programs may be offered periodically. Watch for emails with details.
- Contact us to discuss advertising support or to request discounts on floor models.

**Credit Limit Requested**

Please circle requested limit:    500            1000            2500            5000            Other: \_\_\_\_\_

**Agreement:**

The undersigned agrees to promptly remit to Beka all invoiced charges, finance charges, fees, and any associated collection expenses incurred in accordance with the above described policies.

Sign below, to indicate you understand and accept Beka's terms of sale and policies, including the MAP policy required to qualify for drop ship services. Terms of sale details may change over time; please confirm details when ordering. (Must be signed by an authorized guarantor of company compliance.)

Owner/Officer (print): \_\_\_\_\_ Title: \_\_\_\_\_

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

\*\*\*\*\*OFFICE USE\*\*\*\*\*

Date Review Completed: \_\_\_\_\_

Approved by: \_\_\_\_\_

Credit Limit Assigned: \_\_\_\_\_