

## Private & Confidential

To avoid any delay in handling your orders, please:

- Complete the questionnaire in block capitals.
- Answer all the questions.
- Attach a printed sample of your letterhead or compliments slip.

# Clayton Glass



# Application for Credit Account

## • Company Details

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

Trading as: \_\_\_\_\_

Trading address: \_\_\_\_\_

\_\_\_\_\_

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

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Registered Office: \_\_\_\_\_

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

Immediate Holding Company (where applicable): \_\_\_\_\_

\_\_\_\_\_

Ultimate Holding Company (where applicable): \_\_\_\_\_

\_\_\_\_\_

Co. Reg. No: \_\_\_\_\_ VAT Reg. No: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Company Established: \_\_\_\_\_ Yrs. Current Annual Purchases (£) \_\_\_\_\_

### If not a Limited Company, details of Partners or Principal:

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## • Bank Details

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

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

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

Account No.: \_\_\_\_\_ Sort Code: \_\_\_\_\_

*NB: under current banking guidelines, a signed authority is required for a reference to be given*

## • Trading References

Ref 1: \_\_\_\_\_ Ref 2: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## • Credit Limit

Amount of Credit Requested (£): \_\_\_\_\_ per month.

## • Declaration

I confirm that I have received the company's general conditions of sale, and hereby agree to abide by the terms and conditions of sale, and hereby agree to abide by the terms and conditions contained therein.

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

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

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

Area Sales Manager: \_\_\_\_\_

Bank Reference: Sent: \_\_\_\_\_ Received: \_\_\_\_\_

Trade Ref 1: Sent: \_\_\_\_\_ Received: \_\_\_\_\_

Trade Ref 2: Sent: \_\_\_\_\_ Received: \_\_\_\_\_

Status Report: Sent: \_\_\_\_\_ Received: \_\_\_\_\_

Statutory Discounts: Sent: \_\_\_\_\_ Received: \_\_\_\_\_

Discount Level: % off list Profile: \_\_\_\_\_

Ancillaries: \_\_\_\_\_

Reinforcements: \_\_\_\_\_

Credit Limit Proposed (£): \_\_\_\_\_

Signed: \_\_\_\_\_ Credit Manager. Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Director. Date: \_\_\_\_\_

Name: \_\_\_\_\_ Account No.: \_\_\_\_\_

## Banker's Request Form



- Enquiry to the Manager:**

Bank Name: \_\_\_\_\_ Bank PLC  
Branch Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Sort Code No.: \_\_\_\_\_

- Enquiry form:**

Name: Clayton Glass Ltd  
Address: Clayton Glass Ltd, Harelaw Industrial Estate, North Road, Stanley, Durham  
\_\_\_\_\_  
Post Code: DH9 8UX  
Tel.: 01207 288200 Fax.: 01207 230699  
Date: \_\_\_\_\_ Contact Name: \_\_\_\_\_

- Information requested on: (Prospective Customer)**

I/We request your opinion as to the means and standing of  
\_\_\_\_\_  
\_\_\_\_\_

and his/her/their trustworthiness in the way of business to the extent of

I/We enclose my/our fee of  on \_\_\_\_\_ terms

Account number (for identification purposes only)

- Consent:**

Subject's full name: \_\_\_\_\_  
Subject's bank: \_\_\_\_\_  
Full name and address of enquirer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/we: \_\_\_\_\_  
consent to: \_\_\_\_\_ Bank PLC providing a reference on me/us to

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