

## Account Application Form New Zealand

Please send your completed application form to Borders Accounts Receivable:  
Mail: GPO Box 82, Melbourne, Vic 3001, Australia  
Fax: +61 (0)3 9285 3590, Phone: +61 (0)3 9285 3400  
For an email version of this application contact – areceivable@borders.com.au

### OFFICE USE ONLY

Store: \_\_\_\_\_

Staff Member: \_\_\_\_\_

Select the type of account you would like to apply for:

Upfront Payment (payment is required at the time of purchase)     Credit Account (payment due within 30 days of invoice)

Select your organisation type:

Business     School     Library     Government     Other: \_\_\_\_\_

GST    Organisation Name: \_\_\_\_\_

If sole proprietorship, please provide owners' DOB or driver's license number: \_\_\_\_\_

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

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

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

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

Authorised Account Holder:

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

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

Please list each person who is authorised to use this account and their position (maximum of 4):

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

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

3. Name: \_\_\_\_\_ Position: \_\_\_\_\_

4. Name: \_\_\_\_\_ Position: \_\_\_\_\_

Do credit purchases require a Purchase Order?  Yes  No

Estimated annual spend (for account limit purposes): \$ \_\_\_\_\_

### Please complete for credit account applications only

How long has this organisation been operating? \_\_\_\_\_

Trade References

Company 1: \_\_\_\_\_ Company 2: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Refer to full terms and conditions on reverse.

## Terms & Conditions

1. An application for a Borders Business & Education Account facility may be submitted by a public or private company, business or organisation possessing a GST Registration Number; government departments, councils, schools, universities, colleges, TAFEs, libraries and registered non-profit organisations. An individual may not apply for a Borders Business & Education Account.
2. In these terms and conditions 'customer' means the company, organisation, entity or business for whom a Borders Account is opened, and 'account' means a Borders Account opened by a customer.
3. Discounts are tiered based on purchase amounts. Discounts are not applicable on all stock. Please refer to your local store for further information.
4. If a customer requires product to be supplied on account a Borders Account Application Form must first be completed and an account established. If approved, an account will be opened and account number issued.
5. The customer may use their account at all New Zealand Borders stores.
6. Customer agrees that any employee designated on the application form who makes a purchase on the customers account at the point of sale shall have implicit authority to do so and customer will be held liable to all charges thereto.
7. You may be liable for unauthorised use of your account, except if such use occurs after Borders has been notified by telephone and in writing using the contact details listed on the front of this application form.
8. Borders shall have complete discretion to approve or deny any such application as it sees fit. Borders shall also have the right to suspend or withdraw credit facilities at any time without prior notice if the customer's account is in arrears.
9. Upfront payment accounts require settlement at the time of the transaction via credit card, cash, EFT or a business cheque.
10. EFT Payment Details: Borders New Zealand Ltd, Westpac Account Number: 03-0104-00123013-0002
11. Credit account terms are strictly 30 days net from invoice date. Failure by the customer to comply with these payment terms shall constitute a breach of contract and Borders may treat the whole contract as repudiated.
12. Each month Borders will send the customer a statement of purchases made since the previous statement.
13. In the event of the customer defaulting in any of the terms of this agreement, including payment of any invoices or any monies due under the agreement, Borders will pursue Legal Redress to seek refund of all costs, losses and expenses incurred.
14. Borders reserves the right to assess a fee for returned cheques to cover administrative costs and bank charges.
15. If the customer is entitled to a refund for any reason for goods and services charged to the account, the customer agrees to accept credits to their account instead of cash.
16. Borders may seek from any credit provider named in a credit application and any credit providers that may be named in a credit report issued by a credit reporting agency information about the customer's credit worthiness, credit stranding, credit history or credit capacity that credit providers are allowed to give or receive.
17. All goods delivered by Borders to the customer remains the sole and absolute property of Borders as legal and equitable owner until all money due to Borders has been paid. Such goods will be at the customer's risk and obligation of care from the time of delivery of the goods to the customer. The customer's right to possession of the goods ceases if the customer does anything or fails to do anything which would entitle a receiver, receiver and manager, an administrator or a trustee to be appointed to the customer or its undertakings or property or any part thereof, or would entitle a person to present a creditors' petition for the customer's winding up. Borders may for the purpose of examination or recovery of the goods, enter upon any premises where the goods are stored or where they are reasonably thought to be stored.
18. Customer's signed application signifies agreement to these Terms & Conditions.

## Borders Privacy Statement

Borders New Zealand Ltd Registration Number: 71 971 090

Your privacy is important to us. Borders does not rent or sell information concerning our customers to third parties. We may partner with other reputable organisations whose products or services we think you might find interesting, but we will never share your personal information with these organisations unless you give us permission to do so. Borders' Privacy Policy can be viewed online at [www.borders.co.nz/privacy.asp](http://www.borders.co.nz/privacy.asp).