

SALT CITY COURIERS

451 East Broadway Suite 200
SALT LAKE CITY, UT 84111
TELEPHONE (801) 534-0400
FAX (801) 534-0401

CLIENT INFORMATION AND TERMS AGREEMENT

Date _____

Company name _____
Address _____
City, State, Zip _____
Phone _____ Fax _____

Accounts payable (if different)

Credit line requested _____

Operations manager:

Name _____ Phone _____ Ext. _____

Accounts Payable Contact:

Name _____ Phone _____ Ext. _____

Delivery Supervisor or Contact:

Name _____ Phone _____ Ext. _____

Years in business _____ years at this location _____ date established _____

Type of Business

Sole Proprietor

Partnership

Corporation, state _____

Other _____

Payment personally guaranteed? yes no

By _____ Title _____

Signature of guarantee

Printed name _____

Authorized personnel to place orders

1) _____

2) _____

3) _____

4) _____

5) _____

Credit References:

Name	Address	Phone	Contact
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

All statements made herein are true and accurate to the best of our knowledge. We authorize Salt City Couriers to make any and all inquiries necessary for decisions on acceptance of this credit application. We hereby indemnify Salt City Couriers and its agents from any liability resulting from their credit survey. I have read and understand the reverse side of this form. I agree to comply with the terms of payment stated on the reverse side.

AUTHORIZED SIGNATURE _____

SALT CITY COURIERS SERVICE AND CREDIT TERMS

The following are **Salt City Couriers** present service and credit terms. You are advised to read each section carefully in order to understand **Salt City Couriers** policies and the terms and conditions governing payment for services provided.

- 1) **NORMAL PAYMENT TERMS.** Our normal payment terms are net 30 days from invoice. Your invoice will be sent to you on the 1st of the month and payment must be received by the 30th of that same month.
- 2) **PROMPT PAYMENT DISCOUNT TERMS.** A 2% discount will be allowed for all accounts, but only if payment is received by **Salt City Couriers** within 10 days from the date of invoice.
- 3) **PAST DUE.** Amounts that exceed 30 days from the date of invoice will be charged at 1.8% per month until payment is received by **Salt City Couriers**.
- 4) **FURTHER EXECUTION OF SERVICE WILL BE DENIED.** If payment is not received within 45 days from the date of invoice, or if account exceeds authorized amount, no further service will be executed until all amounts due are paid.
- 5) **WHEN PREPARING PAYMENTS.** Please make sure your firm name and account number are recorded for proper application.
- 6) **RETURNED CHECKS.** Accounts will be charged \$20.00 for each returned check.
- 7) **DELINQUENCY.** If you neglect to pay your account in full, as agreed above, it may be placed in the hands of a collection agency or attorney for collection. In which case, you agree to pay the full amount of your account, plus any interest owed, together with all reasonable attorney's fees, collection agency fees, and related expenses incurred by **Salt City Couriers**.
- 8) **GOVERNING LAW.** Any legal questions arising out of this agreement shall be governed by the laws of the State of Utah.

At **Salt City Couriers**, we believe in honesty and integrity when servicing our customers needs. Our company strives for the best customer service in the delivery industry. We encourage all of our customers to send in any questions, complaints, or suggestions for improving the quality of our service. Furthermore, we will go the extra mile to provide any service you may need that is not already offered. Just contact me at 534-0400, Monday through Friday, 8:00 a.m. until 6:00 p.m. Thank you for allowing us to be of service to you.

Sincerely,

Adam Madetzke
President / Salt City Couriers, Inc.
451 East Broadway Suite 200
Salt Lake City, UT 84111