



Sweetpea Marketing Ltd
PO Box 302 399, North
Harbour
Auckland 0751, New Zealand

t. +64 9 442 5153
f. +64 9 442 5154
customerservices@sweetpeanz.com

CUSTOMER INFORMATION FORM

Full name of customer:

Business or trading name:

Address of business:

Postal address:

Delivery address:

Telephone no: **Fax no:**

Email address:

Accounts contact:

Email address for statements:

Type of business: (please circle as appropriate)

- (A) Company (B) Partnership (C) Sole operator
- (D) Other.....

Main Business Description
Eg. Toy Shop; Pharmacy; Bookshop; Stationer; Gift; Child Gift; Homeware Gift; Internet;
Other -
(please state)

A) Company:

Full company name (if different to above):

Incorporation/Company Number:

Directors:

Managing or principal director:

Company secretary:

Shareholders:

B) Partnership:

Name of partnership:

Date of commencement of partnership:

Full names of partners:

Managing or principal partner:

Residential address of managing partner:

C) Sole operator:

Full name of operator:

Date of Birth:

Residential address:

D) Other:

(Provide details)

Number of years of trading:

Names of other persons who may be contacted:

General Manager:

Accountant:

Sales manager:

Other:

Bankers:

Solicitor:

Accountants:

Credit references who may be contacted: (please list three credit references)

1.Tel:

2.Tel:

3.Tel:

Authorisation is given by the customer to make such enquiries as may be considered appropriate for the purposes of assessing the suitability or acceptance of the customer's trading and credit standing including enquiries to the creditors, bankers and accountants of the customer.

Terms of Trade Acknowledgement – Please read the attached documentation and retain a copy of this for your reference.

I/We acknowledge that the general terms and conditions attached will apply to all orders, current and future unless otherwise agreed in writing.

Signed:

Position.....**Date**.....

(If signing on behalf of a company – a **Company Principal** must sign-ALL – if multiple signatories are required.)

Guarantee:

I/WE HEREBY ACKNOWLEDGE AND AGREE that in consideration of you manufacturing, selling or otherwise supplying goods from time to time howsoever to or for the benefit of

.....
("the company") prior to payment in full for those goods, or otherwise extending any credit, forbearance or indulgence in respect of such goods I/WE HEREBY GUARANTEE to you, and if more than one of us then both jointly and severally, the due and punctual payment of all monies owing by the company or its successors and assigns to you in respect of all goods manufactured, purchased or supplied in accordance with the particular or implied terms of payment in respect of those goods on each occasion.

AND I/WE AGREE that no release, delay or other indulgence given by you to the company, including without imitation any concession or alteration to the amounts or dates for payment, or any other matters whatsoever whereby I/we would have been so released shall release prejudice or affect my/our liability as a guarantor/guarantors hereunder AND THAT as between myself/ourselves and you I/we may for the purposes be treated as a principal debtor/principal debtors and you shall be under no obligation to demand or to take proceedings against the company before exercising its rights hereunder.

Company
Principals:.....**Date**.....

Company
Principals:.....**Date**.....

This Form was completed by:

Name.....

Position.....**Date**.....



Please Keep A Copy Of This Document For Your Records

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"GENERAL TERMS AND CONDITIONS OF CONTRACT" Of **Sweetpea Marketing Ltd** "vendor"

Unless otherwise expressly agreed all sales of the vendor's products are made on the following terms and conditions and these terms and conditions shall be implied in each order for the sale of those products:

Payment

We have a number of payment facilities available for payment. Direct credit via internet banking, Visa or Mastercard credit card payments. Please note all credit card payments will incur a 2% merchant service fee, and will be charged at the time of payment.

Opening a new account will be approved as one of the options we have available.

- 1) For a long term business with good credit references, a new Account with a credit limit will be opened. Payment will be due on the 20th day of the month following the date of invoice.
Credit limits can be adjusted once regular business has been established.
- 2) For a new business or business owners, the first 3 orders are on proforma, or otherwise agreed, a proforma account will be opened. Payment will be due prior to dispatch of order.

Unless otherwise agreed, all payments must be in cash without right of deduction or set off. Time shall be of the essence in payment.

Monthly statements will be emailed unless otherwise stated. Please ensure an email address is provided to receive statements.

The purchase price is based ex warehouse or factory and unless otherwise shown or stated is exclusive of GST and other taxes, charges or levies, insurance, packaging and freight, all of which shall be additional charges to the customer.

A minimum order value is \$100.00 (excl. GST). All general orders under \$500.00 (excl. GST) will incur a freight and handling fee. All special discount orders under \$500.00 (excl. GST) will incur a freight and handling fee. General orders over \$500.00 (excl. GST) are freight free.

We offer a subsidised freight and handling fee for each region as follows.

Auckland City	\$4.95 per order (excl. GST)
National	\$9.95 per order (excl. GST)

Please note prices subject to change due to courier fuel surcharges.

The purchase price may be increased by the vendor to account for any change in the NZ:Overseas dollar exchange rate, and / or supplier increases, to the extent that such change affects the costs of manufacture or supply of the products to the customer between the date of order and delivery.

The Personal Properties Securities Act 1999, Title and Risk

Title in the products does not pass in any circumstance until payment of the purchase price and all other amounts is made in full in respect of those products. It is expressly agreed that title to the products does not pass upon delivery or the giving and taking of possession and the vendor reserves the right to recover possession of the products and to enter upon the customer's premises without notice for such purpose in the event of any default in payment. The customer grants to the vendor a security interest in all goods supplied under this contract, and their proceeds. At the request of the vendor, the customer will execute any documents and do anything else the vendor requires to ensure that the security interest

created under these terms and conditions constitutes a first ranking perfected security over the goods and their proceeds of sale and the customer will supply all information the vendor requires to complete the financing statement or a financing statement. *Please Keep A Copy Of This Document for Your Records*

change statement. The customer waives any right to receive a verification statement under the Act. The vendor and the customer agree that sections 114(1)(a), 116, 117(1)(c), 119, 120(2), 121, 125, 126, 127, 129, 131, 133 and 134 of the Personal Properties Securities Act 1999 do not apply to the security created by these terms and conditions. Notwithstanding that title does not pass, risk in the product passes upon the product being uplifted by or dispatched to the customer even if payment has not been made in full.

Warranties

No warranties, representations or guarantees are given, made or implied in respect of the products except as stated herein or as may be required or implied by law.

The customer is deemed to have accepted each order unless written notice of any shortage, defect, or other reason for non-acceptance is given within 5 days of the date of delivery. Liability in such circumstances is limited where appropriate to the replacement of missing or defective products or the refund of an appropriate portion of the purchase price at the option of the vendor.

The customer relies upon its own inquiries and examination of the products and upon such independent advice or consultation as the customer may require for that purpose and purchases the products upon the customer's own independent knowledge, skill and judgement, particularly as to the particular use or suitability of the products for the customer's purposes and to all other characteristics and specifications of the products.

Where the goods or services supplied are for the purpose of a business, the customer acknowledges that the guarantees in the Consumer Guarantees Act 1993 do not apply.

Where the products have been manufactured by the vendor then the vendor will manufacture the products to a good standard using materials, parts and workmanship of good standard. No responsibility is accepted for defects in materials, parts or workmanship in products manufactured by other parties.

The vendor is not responsible for failure or deterioration of the products where the products have been affected by improper handling or storage, contamination or other adverse conditions, shop damage, alteration or interference by other parties, the use or application of the products outside the normal or intended purposes of the products or outside the directions or limitations imposed by the manufacturer, supplier or vendor or otherwise in an improper or abnormal manner or circumstances outside the control of the vendor.

Except where the Consumer Guarantees Act 1993 applies it is expressly agreed that the vendor is not liable for any consequential or economic loss arising from any defect in products or otherwise in respect of the products or any failure to deliver (whether or not arising from the supplier's negligence) and the customer shall protect the vendor from any claim or demand from other parties in respect of the use or application of the products by the customer or subsequent purchasers or users of the products.

The vendor is not liable for any amount which exceeds the purchase price or other amounts actually paid for the products by the customer.

Intellectual Property Rights

The customer does not, by reason of the purchase of the products, acquire any rights to the copyright, patent, trademark, design, and other intellectual property rights held by the vendor therein.

The use of product image is copyright, and remain the property of the vendor. Written approval is required from the vendor before use by the customer.

No liability is accepted for products which have been manufactured under the directions or specifications of the customer and the customer shall protect the vendor from any claims for infringement of the intellectual property rights of third parties which might result. Where the manufacture is at the request of the customer, copyright in the product remains the property of the vendor and the purchaser may use the article as licensee.

General

The sale of the products shall be limited to the manufacturing capacity of the vendor, the availability of materials, components and labour, the ability to source the products from the manufacturer or supplier, and to other circumstances outside the reasonable control of the vendor.

All sales including books, are on a firm sale, non –returnable basis, unless agreed to in writing by Sweetpea Marketing’s Sales Manager. Where goods have been returned without authority, and we then agree to a credit, a 20% re-stocking fee will apply. We are unable to give credits for either deleted, obsolete, part displays or store damaged stock.

The customer shall permit the supply of the customer's name and details of the sale of the products to the customer for statistical and credit reporting purposes for the benefit of members of the New Zealand Gift Trade Association Inc.

The sale of the products to the customer is on a non-exclusive basis and the vendor has the right to sell the products to other parties at such prices and terms of sale without limitation on each occasion.

If the customer defaults in payment or in any other terms or conditions in the sale of the products, or is placed in receivership, wound up, declared bankrupt, or otherwise become insolvent, or if any of such events be seen as imminent or inevitable by the vendor then in addition to any other rights or remedies the vendor reserves the right to demand the immediate payment of the purchase price and other amounts then unpaid even if not otherwise due for payment and to cancel or suspend the completion of the sale of the products or other orders of the customer not then completed.

The customer shall ensure, where it is lawful to do so, that in its own terms of trade it excludes liability both to itself and to the vendor under the Consumer Guarantees Act 1993.

The above terms and conditions have effect except as expressly modified or inconsistent with any other express terms and conditions made between the vendor and the customer from time to time in respect of sales of the products.

Overdue Accounts

We have a strict payment policy, if the customer fails to pay monies owing to the vendor when due for payment (see page 4), then the vendor reserves the right to charge interest on those amounts, until payment is made, at the rate of 2% per month and calculated daily and payable on demand.

To avoid any additional interest being charged, the customer should contact the vendor to discuss and arrange a suitable time payment plan to have your account paid off.

If the customer defaults in performing its obligations under this agreement and the vendor incurs costs in enforcing its rights under this agreement, the customer shall pay those costs (including commissions, all legal costs and disbursements, and any other cost incurred in the recovery of the debt) to the vendor or its duly authorised agent on demand.

Promotional Sale or Return

Where part of a promotion and agreed in writing with our Sales Manager, the maximum period for Sale or Return is two months. At the end of this period all unsold products in a saleable condition must be returned at the customers cost. A credit will be processed and payment of the remaining balance must be made within 60 days of the month of the invoice. We are unable to give credits for either deleted, obsolete, part displays or store damaged stock.

Split Payment

Where agreed in writing with our Sales Manager, the maximum period of split payments is two months. Separate invoices will be dated for each month and payment is required within our standard payment terms i.e. 20th day of the month following the date of each invoice.