

Trade Registration Form

Please complete in full and fax, mail or return to address on footer:

Date: _____

Company name: _____

Address: _____

Telephone no: _____
 Fax no: _____
 Mobile no: _____

Postcode: _____ e-Mail: _____
 Website: _____

Contact name; buying: _____

Contact name; accounts: _____

Delivery address: (if different from one above) _____

Registered address: (if different from one above) _____

VAT No: _____

Type of business: Sole Proprietor: Limited Company: Partnership:

Name & address of proprietors or partners if not Ltd: _____

Opening times: _____

Closing days: _____

NB: ALL OUR DELIVERIES ARE MADE BETWEEN 8AM AND 6PM. OUR DELIVERIES ARE ALL ONE MAN AND HELP WHERE NECESSARY IS A MANDATORY REQUIREMENT.

Is your store readily accessible for a large truck? YES NO

Are there any parking restrictions? YES NO

NB: IF THERE IS ANY RISK OUR DRIVERS WILL GET A TICKET, THE CUSTOMER MUST UNDERTAKE TO PAY FINE TO SECURE A DELIVERY.

PLEASE TICK THIS BOX TO ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND OUR DELIVERY TERMS.

Where did you hear of PD Global? _____

How long have you been in business? _____

Please provide us with 2 trade references:

Name:	Name:
Address:	Address:
Phone:	Phone:
Fax:	Fax:
Contact:	Contact:

Payment Terms: Payment must be made prior to, or on delivery. Credit card payments are accepted with no charge and must be made before our drivers depart. BACs payments are acceptable but must be cleared prior to delivery. Cheques must be cleared before dispatch.

Signature of applicant*: _____ Print Name: _____

* I confirm that I have read the Terms & Conditions printed overleaf.

1. Pd global are a strictly 'Trade Only' supplier. It is essential for the protection of our trade customers, that any potential new customers will be required to supply us with 2 copy V.A.T invoices from a current Furniture/Giftware supplier and a printed company letterhead. As a wholesaler, we will only transport our goods to 'Bona Fide' furniture and giftware retail establishments. **Pd Global** reserve the right to reject any Trade Application that does not meet the criteria. By placing an order you will be deemed to have read, understood and accepted these terms and conditions.

We do not deliver under any circumstances to residential/private addresses.

2. The first transaction is by proforma and any orders to be finished in our spray shop are always by proforma.

3. Our preferred method of payment is **card** or **BACS** prior to delivery. We can also accept cheque payments for proforma invoices and deliveries will be made when cleared funds arrive in our account. Cheques referred to Drawer will incur a £20 charge and future payments will only be accepted by card, cash or BACS.

4. A minimum invoice value of £400 + V.A.T is required for free delivery. Highland areas require an invoice value of £1500. We operate within a timescale of 0800 hrs to 1800 hrs and may not be able to deliver if shop opening hours or closing days prevent.

5. Any damages or shortages must be reported to the Sales office within 3 working days from the date of delivery. No claims will be entered into thereafter. Claims or disputes will not entitle any customer to adjust payment on any invoice. Any goods that are subject to a claim must be kept until collection has been authorized and arranged. (see procedure below).

6. No responsibility will be accepted for damage or faults on goods delivered ITW (in the white) and finished by the customer or on the customers behalf by a third party.

7. No responsibility whatsoever will be accepted for losses, damages or shortages of goods collected and/or transported by couriers or third parties.

8. Under no circumstances shall **Pd Global** be liable to the buyer for loss of profits or economic loss. The goods shall be at the buyers risk from the time of delivery to the buyers premises or to other premises specified for delivery.

9. If an arranged delivery cannot be made due to non payment or non attendance, **a charge of £50.00** will be levied for the aborted delivery.

10. A large proportion of our product range is handcrafted and is therefore subject to changes in colour and finish. Although overall quality is not affected, this is an inherent part of our stockholding and should be viewed as such.

11. Whilst we demand the highest standards of build quality for our products, we accept no liability whatsoever for faults or defects occurring within commercial/contract/catering environments.

12. Pd Global will not be liable for any indirect or consequential loss whatsoever arising from, or in connection with the supply of defective goods, delay in delivery, non delivery, or loss or damage to goods whilst in transit to the property of the purchaser, or any third party.

13. Pd Global will not be liable for any damage to property, fixtures or fittings during, or after the delivery of product to a customer's premises. It is the responsibility of the recipient to ensure that there is sufficient access to enable **Pd Global** to safely deliver goods to their establishments and assist the driver in off loading.

14. Extra packaging for dispatches such as export orders will incur an **extra charge of 10%**.

15. Direct containers are available to our Customers and full details are available from the sales office. Every effort is made to publish accurate pictures, specifications and pictures in our journals. However, we take no responsibility for printing errors should they occur.

16. All prices are **exclusive of V.A.T.** We reserve the right to alter prices without notice. Orders are executed at prices in force at time of delivery.

17. Delivered or collected goods shall remain the sole and absolute property of **Pd Global** as legal and equitable owner until fully paid. The buyer acknowledges they are in possession of the goods only on condition full payment is made and until then the buyer has undertaken to store such goods on their premises separately from their own stock and readily identifiable as the property of **Pd Global**. The buyers rights to possession of such goods shall cease if their actions entitle a receiver to take possession of their assets or entitle any person to petition for the winding up or bankruptcy of the buyer. **Pd Global** may for the purpose of examination or recovery of their goods enter any premises where they are stored or reasonably thought to be stored. If the buyer sells any property belonging to **Pd Global** before title is transferred the proceeds must be held in trust for **Pd Global** and shall not be mixed with any other money or paid into an overdrawn account. It must remain identifiable as money belonging to **Pd Global**. The buyer undertakes that no order will be placed during insolvency and knows of no circumstances that would entitle any creditor to appoint a receiver or petition for winding up or bankruptcy or to exercise any other rights against their assets.

18. Order balances of items that were out of stock on previous deliveries can only be delivered when the order value is made up to the £400 + V.A.T minimum.

Pd Global returns procedure.

1. Pd Global MUST be notified within **3 days** of any alleged defects or discrepancies. After this time **Pd Global will accept no responsibility.**

2. A blank CQF form will be faxed through and this must be completed in full including the invoice number and a full description of the problem. Only when the CQF has been authorised will a collection note be issued to the Driver for an uplift. Ensure the CQF is returned **at least 3 days prior** to your order cut-off time. **THE DRIVERS WILL NOT ACCEPT ANY GOODS WITHOUT AN OFFICIAL COLLECTION NOTE!**

3. If the item(s) must be returned, it/they must be re-packed in the original packaging...if applicable. Pre-packaged goods will NOT be accepted otherwise. It is therefore important to retain relevant boxes and polystyrene until the goods have been checked. Returns will not be accepted if the packaging has been written on, E.g. "Faulty", "Return To Pd Global" etc.

4. Returns will be collected when the CQF form is fully processed and ONLY on the occasion of a subsequent delivery.

5. Once the item(s) is received at **Pd Global** and the fault is verified, a credit will be issued and applied to the sales ledger. Deductions from other deliveries are not permitted as this impacts on stock control and account administration.

6. Where possible, remedial work will be carried out on a returned piece and it will be re-delivered with the next available order.

7. We reserve the right to return any piece that we deem to be in good saleable condition.

Pd Global

Birch House, Chestnut Business Park, Smallshaw Lane, Rosegrove, Burnley, Lancashire, BB11 5SQ

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