NEW CUSTOMER DIRECT DEBIT CREDIT ACCOUNT – **APPLICATION FORM**

CONTACT INFORMATION

NAME OF COMPANY:

ADDRESS:

POSTCODE:

TEL NO.: MOB NO.: FAX NO.:

E-MAIL ADDRESS:

If you are a *Limited Company*, please supply your Company registration number, the full address of your registered office and the names and home addresses of the Managing Director/Directors. If you are a Partnership or Sole Trader, please supply the full names and addresses of the Principles of the Business. Please complete all the relevant sections below to avoid delay in setting up your credit facility.

COMPANY REGISTRATION NUMBER:

DATE OF INCORPORATION:

REGISTERED OFFICE/RESIDENTIAL ADDRESS:

POSTCODE:

NAME(S) OF PRINCIPAL(S)/DIRECTOR(S):

POSITION(S) HELD:

NUMBER OF YEARS TRADING:

YOUR BANK DETAILS

ACCOUNT NUMBER: SORT CODE:

NAME OF ACCOUNT:

BANK NAME:

REGISTERED OFFICE/RESIDENTIAL ADDRESS:

POSTCODE:

Loxley Colour

Make postal/fax applications for the attention of CAROL BROXTON and send to:
Loxley Colour, 1 Drum Mains Park, Orchardton Woods, Cumbernauld, G68 9LD
Tel: 0845 519 5000 | Fax: 0845 519 5001 | E-mail: cs@loxleycolour.com

YOUR TRADE REFERENCES – Please supply two trade references from your suppliers

SUPPLIER:	SUPPLIER:
ADDRESS: POSTCODE:	ADDRESS: POSTCODE:
TEL NO.:	TEL NO.:
FAX NO.:	FAX NO.:
YOUR CONTACT:	YOUR CONTACT:
YEARS TRADING WITH COMPANY:	YEARS TRADING WITH COMPANY:

THE AMOUNT OF CREDIT (MIN £1,000) YOU REQUIRE MONTHLY – £

APPROXIMATE ANNUAL SPEND WITH YOUR CURRENT LABORATORY – £

*AUTHORISED SIGNATURE OF APPLICANT:

*APPLICANT'S NAME (IN BLOCK CAPITALS):

*AUTHORISED SIGNATURE OF PAYER:

*PAYER'S NAME (IN BLOCK CAPITALS):

APPLICANT'S POSITION:	DATE OF APPLICATION:

APPLICANT'S DIRECT CONTACT NUMBER:

*Please complete all four sections. Without this information, your account will not be processed. Thank you for completing this application. Please ensure that all sections have been completed as failure to do this will delay the processing of your account. We will write to you as soon as credit has been approved. Please note: In signing this agreement you are accepting Loxley Colour's terms of business (see page 3)

OFFICE USE ONLY

CREDIT LIMIT – £	DATE ACCOUNT OPENED:
APPROVED BY:	ACCOUNT NUMBER ALLOCATED:

REFERENCES TAKEN: YES / NO IF NO, SIGNATURE OF PERSON WHO AUTHORISED ACCOUNT:

CURRENT CASH ACCOUNT NO. (IF APPLICABLE):	C ☐ L ☐ P ☐ t/P ☐

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Loxley Colour

DIRECT Debit

Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form using a ball point pen and send it to:
Loxley Colour, 1 Drum Mains Park, Orchardton Woods, Cumbernauld, Glasgow, G68 9LD

Name(s) of Account Holder(s)

Bank/Building Society account number

Branch Sort Code

Name and full postal address of your Bank or Building Society

To: The Manager Bank/Building Society

Address

Postcode

Service User Number

2	4	8	3	2	9

Reference (FOR OFFICE USE ONLY)

Instruction to your Bank or Building Society

Please pay Loxley Colour Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Loxley Colour and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions from some types of account.

DD12

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee

DIRECT Debit

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Loxley Colour will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Loxley Colour or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

TERMS & CONDITIONS

The products and services supplied by Loxley Colour ('the Company') to their clients are governed by the following general terms which cancel all previous terms of business. Any variation must be agreed in writing between the Company and the Client.

ACCOUNTS

The Company will open a credit account for clients who have completed the application form in full (subject to status and minimum spend of £1,000 per month). All accounts will be settled by Direct Debit on or around 20 days after invoice. In the event of the Direct Debit being refused, the Company reserves the right to charge interest at 4% above Lloyds Bank PLC base rate on a daily basis until the debt is cleared. The Company also reserves the right to charge an administration fee for all returned Direct Debits and may withdraw credit facilities at any time.

DELIVERY

The Company will deliver work undertaken by the Company for the Client and any goods to be supplied by prior arrangement. The risk in the said work, product or goods will pass to the Client when he or she is advised that they are ready for delivery. The Company will at all times endeavour to deliver the Client's work at the prearranged time. In the event of unforseen circumstance the Company will make alternative arrangements for delivery. The Company will not be held responsible for delay, loss or damage to the goods in transit. In the event of any such goods being lost or damaged and at the discretion of the Company, the value of the invoiced goods may be credited, or, where the goods were films, the replacement value of the equivalent unexposed film may be paid.

TITLE

Notwithstanding delivery of or passing of risk in them, all the products or goods supplied by the Company to the Client shall remain the property of the Company until the products or goods supplied are paid for in full. Until such payment is made, the Client shall immediately return any such products or goods to the Company if it so requests.

COPYRIGHT

It is the Client's responsibility to ensure that all the processing material presented to the Company's laboratory by the Client for processing does not breach any third party of copyright, in that material, the Company will not process work unless the Client can prove their ownership of copyright or the copyright owner's written consent. The Client will indemnify the Company against all losses of whatever nature arising from any claim by a third party in respect of alleged infringement of copyright in any materials left with the Company by the Client.

COLOUR MATCHING

The Company will, at all times, endeavour to work to the Client's colouring requirements. However, due to the limitations of colour processing, it is impossible to guarantee precise matching of originals even with the most modern plant. In order that the Company can be as exact as possible, colour guides should be enclosed. If colour guides are not enclosed, colour matching will be at the Company's discretion.

CARRIAGE

Unless otherwise specified, all orders will be despatched by first class letter post and charged to the Client. This does not apply to van delivery account Clients.

TRADE DESCRIPTION ACT

The sizes of prints stead in the price guide are approximate only and may be traditionally over or under the sizes quoted.

PRICING

The Company reserves the right to alter the prices for services without notice.

INSURANCE

Where valuable items (e.g. original photographs, negatives, etc.) are placed with the Company, it is advised that the Client effects his or her own insurance.

LAW

The contact between the Company will be subject to Scots Law and the Client hereby submits to the jurisdiction of the Scottish Courts.

NOTE

In placing an order with Loxley Colour, the Client is agreeing to the above terms and conditions. Any verbal agreements which do not conform to the present terms of business will be deemed not to be binding on the Company unless it has been confirmed in writing by the Company to the Client.

Terms & Conditions last updated 15.10.2010

Loxley Colour

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