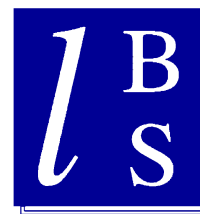


# LITTLEHAMPTON BOOK SERVICES LTD.

FARADAY CLOSE – DURRINGTON – WORTHING - WEST SUSSEX - BN13 3RB

TEL: 01903 828500 24HR ANSWERPHONE FAX: 01903 828625 E-Mail: ...@lbsltd.co.uk Web: [www.lbsltd.co.uk](http://www.lbsltd.co.uk)



## APPLICATION FOR CREDIT ACCOUNT

**PLEASE COMPLETE IN BLOCK CAPITALS**

Company Name ..... Registered Office Address (if different) .....  
Address .....  
Town ..... Postcode ..... Parent/Holding Company if applicable .....  
Telephone ..... Fax ..... Company Registration No .....  
e-mail address ..... VAT Number .....  
Proprietors/Directors ..... SAN No .....  
Manager ..... Contact for Payment .....  
Type of Business ..... Years Established .....  
Do you wish to trade in Sterling or Euros? .....

## BANKING DETAILS

Name of Bank ..... Address .....  
A/c No ..... Sort Code .....  
Giro A/c No ..... How long with this bank ..... Years .....

## INVOICING & DELIVERY DETAILS

All Invoices/Statements to be sent to: .....  
All Deliveries to be sent to: .....  
Are Dues to be recorded? Yes  or No   
(Dues are items NOT available at the time of order)  
If YES, how long for? a) NYP ..... Months; b) Stock ..... Months  
If Export Account, do you have a nominated Shipper? .....  
Name of Shipper ..... Address .....  
Account Number .....  
Do you wish to trade electronically (EDI)? Yes  or No

## TERMS & CONDITIONS OF TRADE

LITTLEHAMPTON BOOK SERVICES LIMITED ("the Company") supplies goods for various publishers ("the Publishers") as their agents on the following terms:

- A) Goods supplied by the Company shall remain the property of the Publishers until the Company has received in cleared funds payment in full of all amounts owing by the customer to the Company in respect of any goods or services supplied under any contract and until such time, the customer shall hold the goods as bailee for the Publishers and the Customer hereby acknowledges that a fiduciary relationship shall therefore subsist between the Publisher and the Customer in respect of the goods.
- B) Notwithstanding clause (a), the customer shall be entitled to use the goods in the ordinary course of its business and to resell the same.
- C) Notwithstanding that property in any goods has not passed to the customer, the Company shall be entitled to sue the Customer for the price of such goods, if not paid on the due date.
- D) The Company and/or the Publisher shall be entitled at any time to repossess goods which remain the property of the Publishers and the customer hereby grants the Company, the Publishers, their agents and servants a licence to enter upon any premises where such goods are stored for the time being for the purpose of repossessing the same and agrees to give the Company such assistance as the Company may require for such purpose.
- E) Risk in relation to any goods shall pass to the Customer on delivery of the goods to the Customer.
- F) All invoices are to be paid by the customer in accordance with the company's stipulated payment terms. The company notifies the customer of the stipulated credit period, in writing, when the company opens the customer's sales ledger account. The Company reserves the right to suspend delivery of further orders if payment terms are not strictly adhered to.
- G) Any claims for shortage or damage MUST be submitted in writing within seven working days of receipt to the Company's Customer Services Department
- H) These terms shall remain in force until altered in writing and signed by both parties
- I) Any information entered on this form may be made available to the Publishers the Company represents. If there are any objections please notify the Company within 14 days
- J) All claims must be registered within 7 days of receipt of goods.
- K) Deliveries are free of charge to account holders address or branch account, we do not deliver to 3rd party customers

We acknowledge and understand the above terms and conditions and confirm that the information that we have supplied on this form is true and correct.  
I have authority to sign on behalf of the company

Signed ..... Position .....  
Print Name Here MR/MRS/MS ..... Date .....

**ALL CHEQUES SHOULD BE MADE PAYABLE TO: LITTLEHAMPTON BOOK SERVICES LTD**

Bank Details: Barclays Bank plc Sort Code: 20-00-00 Account Numbers: Sterling: 30402842 Euro: 43501000

**TO FACILITATE IMMEDIATE DESPATCH OF YOUR ORDER PLEASE RETURN THIS FORM FULLY COMPLETED TO THE LBS CUSTOMER SERVICES DEPARTMENT AT THE ADDRESS SHOWN ABOVE**