|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BUSINESS / ACCOUNT HOLDERS DETAILS** | | | | | |
| Company Name | |  | | | |
| Name: | |  | | | |
| Trading Name: | |  | | | |
| Address: | |  | | | |
| Registered Office Address: (If applicable) | |  | | | |
|  | | | | | |
| Registered Company No.: | |  | | | |
| Telephone No.: |  | Fax No.: |  | Mobile No.: |  |
| Email:\* |  | | Website Address: |  | |
| **\* PLEASE NOTE: Invoices / Statements will be sent via email** | | | | | |
| **Please Supply two proofs of identity: (i.e.) Drivers Licence, most recent utility bill or Passport** | | | | | |
| Previous Address (If less than 3 years) | |  | | | |
| Ltd. Co / Sole Trader / Partnership | |  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **DESCRIPTION OF BUSINESS** | | | |
| **Please select ONE only** | | | |
| House Builder |  | General Builder |  |
| Loft Converter |  | Carpenter / Joiner |  |
| Landscaping / Paving |  | Plumber |  |
| Fencing |  | Bricklayer |  |
| Self Build |  | Decorator |  |
| Other (Please specify) |  | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **NAMES & ADDRESSES OF DIRECTORS / PARTNERS** | | | | |  |  |
| Name: |  | | | Date of Birth: |  |  |
| Address: |  | | | |  |  |
|  | | Post Code: |  | Telephone No.: |  |  |
| Driver’s Licence No.: |  | | | |  |  |
|  | | | | |  |  |
| Name: |  | | | Date of Birth: |  |  |
| Address: |  | | | |  |  |
|  | | Post Code: |  | Telephone No.: |  |  |
| Driver’s Licence No.: |  | | | |  |  |
| Have any of the principals been involved in Liquidation / Bankruptcy/ Receivership? | | | | | Yes | No |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **OTHER DETAILS** | | | | |  | |  |
| Date Company/Partnership Formed: |  | | | | | | |
| Payment Method (Please tick box) | BACS | Cheque | | Cash | Debit Card | | Credit Card \*\* |
| Do you require official order Numbers? | | | Yes | |  |  | No |
| Do you require advice notes? | | | Yes | |  |  | No |
| If Yes, please give details: | | |  | |  | |  |
| Total credit limit required: | | | £ | |  | |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | |  | | | **BANK DETAILS** | | |  | | | | | | | | |
| Bank Name & Address: |  | | |  | | |  | | |  | | | | | | | | |
| Sort Code: |  |  | - |  |  | - |  |  |  | Account No.: |  |  |  |  |  |  |  |  |

### **Customer Declaration**

In applying for account facilities with Total Building Materials Ltd, I declare that the information given above is accurate. I have read the Terms & Conditions and acknowledge the right to termination without notice upon breach of any Terms & Conditions and all amounts outstanding will become due for immediate payment.

Each signatory, as an authorised representative of the applicant entity, acknowledges and accepts Total Building Materials terms and conditions of sale, and/or the terms and conditions of sale of any subsidiary or holding company (both as defined in section 1159 of the Companies Act 2006) of Total Building Materials (together ‘the Group’) (where applicable).

Each signatory further agrees, in consideration of Total Building Materials and/or any member of the Group granting a trade credit facility to the applicant entity, jointly and severally, to personally guarantee performance of all the applicant’s entity’s financial obligations to Total Building Materials and/or any member of the Group (as the case may be) including any financial obligations arising from any increase in credit limit granted by Total Building Materials or any member of the Group from time to time.

**SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PRINT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PRINT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

PLEASE NOTE, YOU MUST AGREE TO OUR TERMS & CONDITIONS TO PROGRESS YOUR APPLICATION.

**DATA PROTECTION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **FOR OFFICIAL USE ONLY** | |  |  |
| Date: |  | Proof Of Address: | Yes | No |
| Branch: |  | Credit Limit: |  |  |
| Date Received: |  | Date Approved: |  |  |

We will make a search with a Credit Reference Agency, which will keep a record of that search and will share that information with other businesses. In some instances we may also make a search on the personal file of principal Directors. Should it become necessary to review an account, then again a credit reference may be sought and a record kept. We will monitor and record information relating to your trade performance and such records will be made available to Credit Reference Agencies who will share that information with other businesses when assessing applications for credit and fraud prevention.

**Thank you for your application.**

|  |  |
| --- | --- |
| **CHECK LIST** | |
| **Have you completed / enclosed the following?** | |
| Completed All Sections Of Form |  |
| Enclosed 3 Months Suppliers Statements |  |
| Copy of Photo ID |  |
| Copy of Most Recent Utility Bill |  |
| Sample of Letter Headed Paper |  |
| Signed & Dated Form |  |
| Signed & Initialled Copy of Terms and Conditions |  |