



**CORDINERS**  
TIMBER & BUILDING SUPPLIES

**01224 877611**

**www.cordiners.com**

**CREDIT/CASH ACCOUNT APPLICATION FORM**

This is an application for an account with James Cordiner & Son Limited, Aberdeen (trading as “Cordiners Pallets & Boxes” or “Cordiners Timber & Building Supplies”) referred to in this application as “Cordiners”.

Please complete all sections in block capitals. See the terms and conditions of trade supplied with this form – copies can also be downloaded at [www.cordiners.com](http://www.cordiners.com) . All information supplied will be handled in compliance with Data Protection regulations.

I wish to apply for a credit account:

Credit Limit Requested: £ \_\_\_\_\_

Payment is due on or before the last day of the month, following the month of invoice.

OR

I wish to apply for a cash account:

Goods will be paid for when ordered.

Company/Business Information

Trading Name: \_\_\_\_\_

Circle as applicable – Limited Company /Partnership /Sole Trader /PLC

If a Limited Company, state company registration number: \_\_\_\_\_

Name of Parent Company if part of a group: \_\_\_\_\_

Proprietors Full Names and Addresses: \_\_\_\_\_  
(If partnership/company list names of all partners/directors.)

\_\_\_\_\_

Have any of the principals (directors/partners/trustees or proprietors) been involved in a liquidation/bankruptcy/receivership? If so, please give details:

\_\_\_\_\_

Length of time in business: \_\_\_\_\_

Financial year end: \_\_\_\_\_

Trading Address and postcode:  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Accounts Email address: \_\_\_\_\_

Sales Email address: \_\_\_\_\_

Please send me occasional emails with special offers, promotions, and updates.

Name & Job title responsible for payments: \_\_\_\_\_

Home Address: (If a sole trader and different from trading address)

\_\_\_\_\_

Postcode: \_\_\_\_\_

## **BANK DETAILS**

Bank Name and Branch: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name of Account: \_\_\_\_\_

Bank Account sort code: \_\_\_\_\_ Bank Account Number: \_\_\_\_\_

**I hereby agree to the Cordiners Terms and Conditions of Trade, including without limitation, the payment terms, the provisions in relation to retention of title and charging of interest on overdue accounts.**

**I confirm that all information provided on this form is true and accurate.**

**I agree that Cordiners can conduct credit checks, verify my personal details and use my personal data for administration of my account.**

**I hereby unconditionally and personally, jointly and severally guarantee the payment of all monies due from time to time under this credit agreement.**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

**TO BE SIGNED BY A DIRECTOR OF THE COMPANY OR PROPRIETOR OF THE BUSINESS  
PLEASE ATTACH A COPY OF YOUR HEADED PAPER**

James Cordiner & Son Limited is a company registered in Scotland, Company number SC019070. A list of members' names is available for inspection at Cordiner House, 50 Sinclair Road, Aberdeen, AB11 9PN, Scotland, UK, the company's principal place of business and registered office.

**For Office use only**

<b>Cash Account:</b>		<b>Credit Account:</b>	
<b>Customer Account Number:</b>		<b>Staff Contact:</b>	
<b>Credit Score:</b>		<b>Director Approval:</b>	
<b>Credit Limit:</b>		<b>Date Received:</b>	
<b>Other information:</b>		<b>Date Approved:</b>	
		<b>Review Date:</b>	

## **Cordiners Terms and Conditions of Trade**

### **1) Interpretation**

- a) In these Terms and Conditions, the following words shall have the following meanings:
  - i) "Goods" means the products, services, and materials (or any part thereof) offered for sale by Cordiners.
  - ii) "Contract" means the contract for the sale of Goods.
  - iii) "Cordiners" means James Cordiner and Son Limited trading as Cordiners Timber & Building Supplies, or Cordiners Pallets & Boxes.
  - iv) "Customer" means the company, partnership, individual or other business entity seeking to purchase the Goods from Cordiners.
- b) In these Terms and Conditions headings are inserted for convenience only and shall not affect the construction.
- c) If any part of these Terms and Conditions should be determined to be illegal, invalid, or otherwise unenforceable, it shall be severed and deleted and the remaining Terms and Conditions shall survive, remain in full force and effect and continue to be binding and enforceable.

### **2) Contract**

- a) Any Contract between Cordiners and the Customer shall be governed by these Terms and Conditions notwithstanding any terms and conditions notified by the Customer at any time.
- b) No waiver by Cordiners of any breach of Contract by the Customer shall be regarded as a waiver of any subsequent breach.

### **3) Data Protection**

- a) Cordiners takes privacy seriously and will only use information provided to administer Customer's accounts and provide the Goods requested.
- b) Customers have the option to provide an email address to Cordiners to receive special offers, updates on new products and news.

### **4) Quality**

- a) While Cordiners will use reasonable endeavours to ensure that Goods are of the same quality as samples supplied and of a consistent quality, no guarantee is given.

### **5) Price**

- a) All Goods are offered Free on Motor.
- b) All Goods are subject to VAT where applicable at the currently prevailing rate.
- c) Quotations are valid for the period specified and subject to withdrawal or change without notice on expiry of that period.
- d) All Goods are offered subject to availability and any prices are subject to change without notice.
- e) The price of Goods and any variation will be agreed between Cordiners and the Customer.
- f) Special orders may be subject to an up-front non-returnable deposit.
- g) Orders with a value of less than £10 may be charged at £10.

### **6) Payment**

- a) Payment in full shall be made to Cordiners on or before the last day of the month following the month of invoice without any set off.
- b) Any queries in relation to invoices or statements must be raised in writing within 5 working days of receipt.
- c) Payment should be made by cash or electronic transfer where possible and business cheques should be made payable to the appropriate division of Cordiners. Personal cheques are not accepted.
- d) Any credits issued are valid for 12 months from date of credit.
- e) If the Customer fails to make payment on due date under the contract, without prejudice to any other right or remedy which may exist, Cordiners may;
  - i) cancel the Contract or suspend outstanding deliveries to the Customer,
  - ii) charge interest on overdue payments accruing daily at a rate of 8% above the base rate of the Bank of England from time to time.
  - iii) if the Customer defaults on payment, pass information on the matter to debt recovery agents, without prior warning in writing, and shall be entitled to a full reimbursement of any fees or disbursements paid to the debt recovery agent to aid recovery of monies outstanding to Cordiners.

- iv) require the Customer to deliver up the Goods and if the Customer fails to do so to enter any premises where the Goods are stored and repossess the Goods.

- f) Cordiners reserves the right to close a Customers account at any time.

### **7) Claims**

- a) Any claim in relation to faulty, damaged, or missing Goods must be notified to Cordiners in writing within 3 working days of delivery.
- b) The absence of any written complaint within 3 working days shall be conclusive evidence in any proceedings that Cordiners has discharged all its obligations under the Contract including without limitation that the Goods are satisfactory in all respects.
- c) Returned Goods shall not be accepted unless Cordiners has had a prior opportunity to inspect the Goods and receipt and has authorised their return. Returns of correctly supplied Goods will incur a handling charge.

### **8) Warranties and Indemnities**

- a) Cordiners shall have no liability for any defects in or problems with Goods which arise from handling, improper use or storage of the Goods by the Customer or arise due to information supplied by the Customer.
- b) These Terms and Conditions state the full liability of Cordiners in connection with Goods supplied whether arising in contract, delict or otherwise except only to the extent that Cordiners cannot exclude liability at law in relation to death or personal injury arising from its negligence. In particular, but without limitation Cordiners shall have no liability for the quality or fitness for purpose of any of the Goods except as stated in these Terms and Conditions, or for any indirect or consequential loss suffered by the Customer in connection with the Goods including without limitation loss of profits.
- c) Cordiners shall be relieved of all liability in relation to Goods unless proceedings have commenced within 12 months from the date the Customer became aware or should reasonably have become aware of circumstances giving rise to a claim.
- d) Cordiners liability in relation to any claim in connection with Goods shall at no time exceed the price payable for the Goods.

### **9) Delivery**

- a) Cordiners may deliver the goods by instalment and in such case each instalment shall be the subject of a separate Contract.
- b) Cordiners shall seek to meet quoted delivery times but shall not be liable for any loss or expense of any kind arising out of a delay or failure to deliver.
- c) If the Customer fails to take delivery of Goods at the agreed time, Cordiners shall be entitled to store the Goods and re-deliver at the Customer's expense.
- d) It is the Customer's responsibility to arrange for access to the delivery location.
- e) It is the Customer's responsibility to ensure deliveries are checked and signed for by a duly authorised person. If this does not happen, Cordiners can accept no responsibility for missing or damaged goods.
- f) Customers should note that drivers may require assistance to unload large quantities or heavy Goods.

### **10) Title**

- a) Risk of loss or damage to the Goods shall pass to the Customer on delivery or collection of the Goods.
- b) Title in the Goods shall not pass to the Customer until Cordiners has received full payment in cash or cleared funds for the Goods and all other debts owed by the Customer to Cordiners.
- c) Until title passes the Customer shall ensure that at all times the Goods are clearly identified as belonging to Cordiners.

### **11) Force Majeure**

- a) Cordiners shall not be liable for any delay or failure to deliver caused by a force majeure event or other circumstances outwith its control including but not limited to fire, strike, accidents or non-availability or shortage of raw materials.

### **12) Proper Law and Jurisdiction**

- a) The construction, validity and performance of these Terms and Conditions shall be governed in all respects by Scots Law and the parties prorate to the exclusive jurisdiction of the Scottish Courts.