

**CONTACT INFORMATION**

Full Trading Name:	_____	Job Title:	_____
Contact Person:	_____	Phone:	_____
E-mail:	_____	Mobile:	_____
Fax:	_____	Phone:	_____
Buyer Contact (if different)	_____	E-mail:	_____
Account Contact (if different)	_____	Phone:	_____
		E-mail:	_____

Please tick here if you would rather a paper invoice posted, otherwise invoices will be emailed.

**INVOICE / DELIVERY ADDRESS**

Invoice address:	_____	Delivery address (if different):	_____
	_____		_____
	_____		_____
Delivery Instruction (e.g opening time, book in):	_____		
Where are goods being sold? (Online/Shop/Other)	_____		
Website address? / Number of shops?	_____		

**KEY COMPANY INFORMATION**

VAT Number: \_\_\_\_\_

Number of years in business: \_\_\_\_\_

Expected Turnover for this financial year: \_\_\_\_\_

Company Type       Sole trader       Partnership       Limited Company

Sole Traders or Partnerships, please list names and home addresses of all owners.

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

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

  

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

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

**TRADE REFERENCES**

Please give two company trade references that you have a credit account history with for at least 18 months.

Company Name:	_____	Company Name:	_____
Email/Phone:	_____	Email/Phone:	_____

**PLEASE SIGN BELOW TO AGREE TO OUR TERMS AND CONDITIONS**

<b>Signature:</b>	_____	<b>Print:</b>	_____
<b>Position:</b>	_____	<b>Date:</b>	_____

## Terms and Conditions of Sale

### ***Mainland UK delivery***

- All prices are subject to VAT.
- Our minimum carriage paid order is £200 net.
- Our minimum order is £150 net with a £5 carriage charge.

### ***Northern Ireland and Offshore Islands Inc. Isle of Wight***

- All prices are subject to VAT (except Channel Islands)
- Minimum order is £150 net with a charge of £20 per delivery.
- Carriage paid is £1,000.

### ***Member states of the EU***

- All orders are pro forma only
- Valid VAT numbers must be given at the time of ordering otherwise VAT will be charge.
- Minimum order is £150 net with carriage charges starting at £20 per delivery
- Carriage paid is £1,000

### ***Export***

- All orders are pro forma only
- Please provide UK mainland shipper details

### ***All customers***

- All claims for damages must be reported to us within 72 hours of receipt.
- No goods may be returned without prior consent.
- Our credit terms are 30 days from the date of invoice pending credit references.
- Failure to make punctual payment will entitle us to our rights to damages and to suspend any outstanding deliveries or to cancel the contract, without prejudice. We understand and will exercise our statutory right to claim interest and compensation for debt recovery costs under the late payment legislation if we are not paid according to agreed credit terms.
- Whilst every effort is made to send complete orders we reserve the right to make part deliveries.
- By placing an order with us, you are agreeing to our terms, including selling our products under the Sass & Belle brand and pricing of our products. If you need further information from us please phone 0207 346 0100.

### **Payment**

- We accept all major credit cards except American Express
- Please make sterling cheques payable to RJB Stone Ltd drawn on a UK branch address
- Please make transfers to RJB Stone Ltd Sort code **60-50-00** Account **88703061** Swift **NWBKGB2L** IBAN: **GB43 NWBK60500088703061** All bank charges to be paid by Customer.