



Remit to:
Supreme Basics
 PO Box 4318
 Regina, SK S4P 3W6

Phone: (800) 667-3690
 Fax: (306) 352-5262
 Email: suaccountchanges@supremebasics.com

ACCOUNT APPLICATION

For Office Use Only	Account #	Sales Rep #	Sales Rep Name	Sales Office	Estimated Monthly Spend
Legal Name of Company (in full)					
			Commercial (buying for own use)		Wholesale (buying for resell)
Operating Name (if different than above)					
Government or Government Funded:		Corporation	Partnership	Proprietorship	Non Profit
Years in Operation	Number of employees		Business Description:		
Key Management/Owner		Job Title	Telephone No.	Ext.	Management/Owner Email Address:
Purchasing/Online Ordering Contact:		Telephone No.	Ext.	Fax No.	Purchaser's/Online Ordering Email Address:
Accounts Payable Contact:		Telephone No.	Ext.	Fax No.	AP Email Address:
Please specify an email for E-Invoices & E-Statements:					
Billing Address - No.			Street		
City		Province	Postal Code		
Shipping Address (if different than above) - No.			Street		
City		Province	Postal Code		Applicable Tax Exemption(s) Exemption Number GST/HST _____ Exemption Number PST _____
Were you referred to Supreme?		Yes	No		
**Referred by (SUPREME CUSTOMER INFO):					
Name and address of Bank:				Purchase Order Numbers Required <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of Trade References		Address	Telephone No.	Ext.	Email
1)					
2)					
Consent/Credit Agreement					
<p>In consideration of being issued a credit account and/or credit card account permitting the purchase of goods and services from Supreme Office Products Limited, on account, the customer agrees to the following terms and conditions governing its use.</p> <p>1. The customer agrees to pay, upon receipt, the full balance of invoices as rendered for all purchases made by anyone using the credit account(s) and/or credit card account and if applicable, for the interest charges levied.</p> <p>2. In the event that an invoice is not fully paid within 30 days of the invoice date, the unpaid balance may be subject to interest, which the customer agrees to pay at the rate of 2% per month (24% per annum).</p> <p>3. Purchases: In the event of returns, credit will be allowed on merchandise returned in saleable condition within 30 days of invoice date. Returns must be supported by the original invoice number. There is no return credit on specialty items and no returns on goods without prior written authorization.</p> <p style="margin-left: 40px;"><input type="checkbox"/> I give consent to receive emails from Supreme Basics about products, upcoming promotions and offers.</p> <p style="margin-left: 20px;"><input type="checkbox"/> I give consent to our bank and suppliers to furnish Supreme with any information necessary to complete their evaluation of our credit history.</p> <p style="margin-left: 40px;"><input type="checkbox"/> I want to have my credit card information securely stored and automatically applied to all of my orders.</p>					
Date		Name		Title	
				Authorized Signature	
WEBSITE: www.supremebasics.com					