



Wholesale Cabinet Hardware since 1948
 16260 Raymer Street
 Van Nuys, CA 91406
 (818)787-1650 Fax (818)787-2531
www.siggia.com
 email:sales@siggia.com

Credit Application

Business information

Name: _____ Phone: _____
 Address: _____ Fax #: _____
 City, State, Zip: _____ Yrs in business: _____
 Business Type (circle one): Sole Proprietor, Partnership, Corporation (if corp, EIN#): _____
 E-mail: _____ Web site: _____
 Contact Name: _____ Resale Number: _____

Owner(s) information

Name & title: _____ Social Sec #: _____
 Home Address: _____ Phone: _____
 City, State, Zip: _____
 Name & title: _____ Social Sec #: _____
 Home Address: _____ Phone: _____
 City, State, Zip: _____

Credit information

Trade references (list at least three-must be active accounts):

1.: _____	Fax #: _____
2.: _____	Fax #: _____
3.: _____	Fax #: _____
4.: _____	Fax #: _____

Payment Agreement

The Applicant(s) signed below agrees to pay for all goods and services purchased in compliance with the prevailing terms and conditions of sale of Siggia Hardware. Applicant(s) understand that all past due accounts will bear a service charge not to exceed 1-1/2% per month or 18% per annum on any and all delinquent account, collection fees, and/or attorney fees. This shall be an open and continuing agreement, notwithstanding any changes, extensions or like, granted by Siggia Hardware. If a corporation, this agreement must be signed by an authorized officer. If a partnership, this agreement must be signed by all partners.

I/WE HAVE RECEIVED AND READ A COPY OF THE TERMS AND CONDITIONS OF SALE OF SIGGIA HARDWARE AND AGREE TO ABIDE BY THESE TERMS AND CONDITIONS:

Print name and title

Signature

Date

Personal Guarantee

In return for the extension of credit, the undersigned applicant(s) hereby jointly, severally, and personally guarantee(s) to pay and be responsible for payment of all amounts due Siggia Hardware including collection fees, and/or attorney's fees. This shall be an open and continuing guarantee, notwithstanding any changes, extensions or the like, granted by Siggia Hardware. The undersigned applicant(s) hereby waive(s) notice of default or non-payment. In the event of a default Siggia Hardware shall be entitled to look to the undersigned for full payment without prior demand, notice, or seeking recourse against any other party.

Print name and title

Signature

Date

Credit Card Information

Please complete the credit card information if you would like your orders automatically charged to your credit card. This information will be securely stored and you will be asked for the last four digits of your card for security purposes when you place an order. Please check the box below to indicate payment preference.

☐ Pay each order when shipped ☐ Pay once per month for previous month purchases (Approved Credit Only)

Credit Card Type (VI,MC,DS,AE): _____ Credit Card Number: _____

Expiration Date: _____ CVV2 Code: _____ Cardholder Name: _____

Cardholder Signature: _____

(CVV2 CODE IS THE 3 DIGITS ON BACK OF CARDS: (VI,MC,DS AND 4 DIGITS ON FRONT OF AE CARD)

Instructions

Please fill out page one completely, sign and date page two in **BOTH** boxes. Siggia Hardware requires an owner, partner, or an authorized officer to guarantee payment. Return the completed application by mail, fax, or email to us as soon as possible for processing. All addresses and fax number are on the top of page one. Thank you and we look forward to doing business with you.



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Terms and Conditions of Sale

All sales are expressly conditioned on applicant(s) agreement to the terms and conditions set forth below. Any order or statement of intent to purchase goods, or any direction to proceed with procurement or shipment constitutes applicant's agreement to these terms and conditions. Siggia Hardware hereby gives notice that it objects to any additional or different terms or conditions set forth in applicant's purchase order or other communication. No additional or different terms shall apply unless expressly agreed in writing, signed by an authorized officer of Siggia Hardware. Also, Siggia Hardware reserves the right to change or modify these terms and conditions at will, with or without notice.

- 1.) New Accounts: A minimum order of \$150.00 net value is required to open a new account.
- 2.) Open Accounts: A minimum of \$250.00 per month over a three month average is required to maintain an open account.
- 3.) Terms, payment, and Credit: Open account terms are net 30 days. All purchases made in a calendar month are due by the same date of the following month without exceptions. A finance charge of 1-1/2% (18% per annum) will be assessed on all past due invoices. All orders are subject to approval of the credit department. We reserve the right to ship C.O.D. to past due accounts. All non stock special orders may require payment in advance prior to ordering from the manufacturer. If at any time, in the judgment of Siggia Hardware, the applicant's financial condition at the time of shipment does not justify the terms previously listed, then Siggia Hardware reserves the right to require full payment in cash prior to shipment or delivery of goods.
- 4.) Prices: Siggia Hardware reserves the right to change prices at any time without notice. Call for current pricing when placing orders. Any special quotes will be honored for the specific time given at the time of said quote.
- 5.) Freight: All orders are shipped FOB from Siggia Hardware in Van Nuys, CA. Drop shipments will be in accordance with the policy of the supplier. Freight prepaid orders will be arranged at the time of sale if the order qualifies.
- 6.) Freight Claims: Siggia Hardware is not liable for loss or damage in shipment. Damage or shortage must be noted on receipt and counter-signed by the delivering carrier's agent. Any claims must be reported in writing to Siggia Hardware within 10 days. Any failure to inform

Siggia Hardware or use of damaged material in any way shall be conclusive that Siggia Hardware satisfactorily performed.

7.) Shipments: Siggia Hardware reserves the right to make partial shipments and backorders and will be at the discretion of Siggia Hardware unless the customer has specified "ship complete" on their order or has otherwise specified special shipping requirements. All shipping dates are estimates based on supplier information and shall not be deemed to be fixed or guaranteed shipping dates. Siggia Hardware shall not be held liable to any customer or end user for any claims arising from delays in shipment or delivery.

8.) Returned Goods: No merchandise may be returned without prior authorization, no exceptions. Siggia Hardware requires the Invoice number, date, item(s) number and description, and the reason for requesting the return. Siggia Hardware reserves the right to inspect all merchandise prior to authorizing any return. All returns must be requested in writing within 10 days of the invoice date to receive a refund. Items authorized for return after 10 days, but less than 30 days will receive store credit only. No returns will be accepted after 30 days.

a.) Defective Items: Any adjustments for defective merchandise will be made in accordance with the manufacturer's warranty; realizing warranties will vary depending on the supplier.

b.) Special Orders: NO special order goods are returnable except for factory defects, in which case the supplier will make an exchange only.

c.) Stock Items: Only currently stocked items, in their original package, complete and clean for re-selling will be considered for return according to the terms stated above in section 8. All goods must be returned freight prepaid by the purchaser. A minimum restock/handling fee of 20% will be assessed.

9.) Responsibility: Siggia Hardware's liability is limited to the extent of the manufacturer's warranty policy. Siggia Hardware assumes no liability for damage to person or property caused by merchandise bought through or from Siggia Hardware. All goods sold are products of the manufacturer and not of Siggia Hardware, including privately labeled goods. Siggia Hardware shall use all reasonable efforts to obtain from the manufacturer (in accordance with the stated warranty) the repair or replacement of goods defective in workmanship or material. This shall constitute the exclusive remedy of customer and be Siggia Hardware's only obligation. Siggia Hardware makes no warranties either written, oral, or implied or statutory relating to any goods beyond that and makes no warranty of merchantability or fitness for a particular purpose.