



Although we would love to have customers all around the world, we currently serve only customers in California, within our four county area. So, if you have a business in Santa Cruz, Monterey, San Benito or Santa Clara County please send us an e-mail so we can set up your account. You will be notified within one business day that your account has been activated.

Application for Instant Credit

PLEASE PRINT

*Business Name: _____

*Account Name: _____
(if different from above)

*Billing Address: _____ * City: _____ * Zip: _____

*Ship To Address: _____ * City: _____ * Zip: _____
(if different from above)

*Contact Name: _____ Title: _____

*Phone Number: _____ Fax Number: _____ E-mail: _____

A/P Contact Name: _____ Title: _____

Phone Number: _____ Fax Number: _____ E-mail: _____

Owner/Officer Full Name: _____

Year established: _____ Resale#: _____ How many people in your office? _____

Does your company use a purchase order system? YES NO Desired credit limit: _____ Sales Tax %: _____

TERMS AND CONDITIONS OF YOUR BUSINESS ACCOUNT

- Payment for full account balance is due and payable on or before the 10TH day of every month. We do not offer a revolving type of charge account nor are we in a position to offer a carry over balance.
- Any amount not paid by the 10TH day of the month is considered past due and is recorded in our credit history data bank, which is kept for the purpose of rating each account, and providing requested references.
- Palace Art & Office supply reserves the right to obtain a security interest in the products sold to the customer and it's proceeds thereof until the customer makes payment in full.
- Any amount not paid within 30 days of the statement date of the 25TH day of the month is subject to an interest/finance charge of 1.5% per month on the unpaid balance (18% annually) with the minimum charge of 50 cents.
- Palace Art & Office Supply reserves the right to recover any attorney fee's or collection costs expended to collect on past due balances.
- The undersigned understands and agrees to, and will abide by, the above stated terms.
- **Furniture Purchases Only:** Refer to the attached *Terms and Conditions of Sale for Furniture Purchases*.

*Authorized Representative: _____ *Date: _____

*Print Name: _____ *Title: _____

Items designated with an asterisk () must be completed. This application is not valid unless signed.
A faxed application will be deemed as original.*

Corporate Administrative Offices

2606 Chanticleer Avenue, Santa Cruz, CA 95065 • (831) 476-3815 • FAX (831) 476-4036
Toll Free Phone: (888) 637-5373 • Toll Free Fax: (888) 637-0246