

COMPANY/INSTITUTION INFORMATION			
Legal Entity Name		E-mail	
Street Address	City	Prov./State	Postal Code/Zip
Contact	Title	Phone #	Fax #
How Long At This Address?	Own or Rent?	Landlord Name and Phone (if applicable)	
Type of Business	# of Years in Business	No. of Employees	Annual Sales
GENERAL INFORMATION			
Federal Tax ID No.	D&B No.	Province/ State of Incorporation	
Entity Composition (check all that apply):			
<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Not-for-Profit <input type="checkbox"/> Hospital <input type="checkbox"/> Other _____			
If Entity is a subsidiary, please provide name of parent company: _____			
Principal / Owner Name	Title	Other authorized persons	
COMPANY/INSTITUTION BANK REFERENCES			
Name of Bank / Branch	Bank Address	City / Prov./State / Postal Code/ZIP	
Phone / Fax	Contact Officer	Type of Account	Account No.
Name of Bank / Branch	Bank Address	City / Prov./State / Postal Code/ZIP	
Phone / Fax	Contact Officer	Type of Account	Account No.
TRADE REFERENCES (if applicable for institution )			
Name of Supplier	Contact	Phone	
Address	City	Province/State	Postal Code/ZIP
Name of Supplier	Contact	Phone	
Address	City	Province/State	Postal Code/ZIP
LINE OF CREDIT			
Credit Limit Requested	Terms requested	Tax Exempt #	
DECLARATION			
<p><b>All information requested on this Credit Application is required. Any incomplete or missing information may delay the processing of your application.</b> The above information, together with any accompanying financial statements or other materials, is warranted to be true, correct and complete. The applicant's signature below authorizes CDI Computer Dealers Inc. to make any and all inquiries necessary to process this application and to investigate any information listed above pertaining to applicant's creditworthiness and financial responsibility. This is an Application and Agreement for credit and shall apply to any and all credit extended by CDI Computer Dealers Inc. Following review and acceptance of this application by CDI Computer Dealers Inc., the applicant agrees that the terms and conditions on the reverse side of this application shall apply to ongoing business transactions between the parties.</p>			



CDI Sales Rep Name: \_\_\_\_\_

Extension: \_\_\_\_\_

### TERMS AND CONDITIONS

1. Payment terms are as set forth in CDI's invoice. Risk of loss will pass upon shipment, and title and ownership to the goods (excluding software) will pass when CDI's invoice is fully paid. Applicant will pay and indemnify CDI for all applicable taxes, fees, levies, imposts, duties or other charges imposed by the taxing authorities (excluding taxes on CDI's net income).
2. All claims against invoices must be made within **10 days** after receipt of goods.
3. Goods may not be returned without obtaining an RMA Number (Return Materials Authorization Number) from CDI's customer service center at 905-946-3896 or 1-800-314-4471.
4. Accounts not paid by the due date are subject to an interest charge from the date of maturity at the lesser of 1.5% per month (18% per annum) as shown on the invoice(s), or the maximum rate allowed by law, and may also result in the delay of future orders being shipped.
5. Non-sufficient fund (NSF) checks will be subject to a \$75 charge. If more than two (2) NSF checks are received, your terms privileges will be denied.
6. Applicant agrees to bear all costs incurred in collecting any unpaid amounts, including but not limited to, collection fees, reasonable attorneys' fees, and court costs.
7. Failure to comply with these Terms and Conditions may result in cancellation of credit privileges without notice. In the event of any default, CDI may (a) close the account and/or (b) accelerate payment of the full balance.
8. Upon determination that applicant's creditworthiness has changed adversely or does not satisfy CDI's current credit standards, CDI may close or lower the credit limit of the account.
9. CDI's liability under these Terms and Conditions will be limited to the amounts paid by applicant for the goods giving rise to the claim. Neither party will be liable to the other for (i) any failure or delay in delivery or accepting delivery of the materials due to a cause beyond such party's reasonable control, and (ii) special, incidental, indirect, or consequential damages even if advised of the possibility of such damages.
10. By execution of this application, the applicant agrees that all future transactions between CDI and applicant will be governed by these Terms and Conditions. Any purchase order issued by applicant will be for administrative purposes only. Any additional or different terms and conditions contained in any purchase order are null and void and are superseded by these Terms and Conditions, and CDI hereby gives notice of its objection of such additional terms. These Terms and Conditions and each transaction hereunder will be governed by and construed in accordance with the internal laws of the State of Illinois without regard to its conflict of laws principles.
11. Agents or sales representatives of CDI are **NOT** authorized to change or adjust credit terms without written authorization of the CFO/CEO.

\_\_\_\_\_  
Applicant Authorized Signature

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date

Name of Accounts Payable Contact

Email Address  
Phone #  
Fax #

FOR OFFICE USE ONLY		
APPROVED: YES	NO	CREDIT LIMIT \$
		TERMS:

**Once you have filled out the form, email it back to us at [sales@cdicomputers.com](mailto:sales@cdicomputers.com) or fax at 800-449-5920.**