

Office Ink



26 Greek St, Stockport , SK3 8AB
Tel 0161 383 1191, email accounts@officeink.uk

Credit / Trade Account

Business Name

Ltd Company Name / Sole Proprietor / Partnership Name.....

Tel ;..... Email.....

Delivery Address

.....

Postcode..... Date established

Type of business.....

Regular items required (specific ink code / paper gsm / Toner code)

1..... Monthly qty.....

2..... Monthly qty.....

3..... Monthly qty.....

Accounts Contact Name

Accounts Tel Email.....

I have read and accept the terms + conditions of credit for and on behalf of

Signed Date

Print Name.....

Terms and Conditions for Credit Account

1. Introduction

These Terms and Conditions govern the credit account provided by Office Ink (Company) to its business clients ("Client") for purchasing stationery items via our online platform. By applying for and using the credit account, Clients agree to be bound by these terms.

2. Application for Credit Account

Clients must complete a credit application form and provide all required documentation.

The Company reserves the right to approve or reject applications based on its assessment of the Client's creditworthiness and business needs.

3. Credit Limit

A credit limit will be established for each Client's account based on the assessment of the application.

The Client will be notified of their credit limit upon account approval. The Company reserves the right to adjust the credit limit at its discretion.

4. Terms of Payment

Invoices are issued at the time of order and are payable within 14 days from the invoice date.

Payment must be made in full by the due date to avoid interest charges.

5. Interest on Late Payments

Interest may be charged on all overdue amounts at 2% per month or the maximum rate permitted by law, whichever is lower.

6. Order Processing

Orders will be processed upon credit approval.

The Company reserves the right to refuse shipment or delivery of goods if the Client's account is overdue or exceeds the credit limit.

7. Returns and Refunds

Returns of products must be made in accordance with the Company's Return Policy.

Refunds for returned goods will be processed as credits to the Client's account, not as direct payments.

8. Account Review and Suspension

The Company may review the Client's account and financial status periodically.

Credit accounts may be suspended or closed if the Client fails to comply with these terms, including failure to make timely payments.

9. Dispute Resolution

Any disputes related to the credit account must be notified to the Company within 30 days of the invoice date.

Disputes will be handled through negotiation and, if necessary, through mediation or arbitration.

10. Amendments

The Company reserves the right to amend these Terms and Conditions at any time. Changes will be communicated to the Client in writing.

11. Governing Law

These Terms and Conditions shall be governed by and construed in accordance with the laws of UK

12. Contact Information

For any inquiries or notification related to the credit account, Clients should contact accounts@officeink.uk