

Prospective Client Application – Incomplete/blank applications may result in delayed processing. If a section/field is not applicable, please indicate so by marking as N/A. All prospective account applicants must provide a valid tax ID from your state of residence. ***Please note, that we are unable to accept or process orders without a completed and approved account application.***

Date _____

Account No. _____

Sales Rep _____

Company Name _____

DBA _____

Billing Address _____

Phone _____

Fax _____

Web _____ **Email** _____

Business Type: ☐ Manufacturer ☐ Internet Mfg ☐ Retailer ☐ Distributor ☐ Internet Retail ☐ Other _____

Business Structure: ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ Other (Please specify) _____

Owner(s) / Principal(s):

Name: _____

Title: _____

Name: _____

Title: _____

Name: _____

Title: _____

Contact(s):

Payables _____

Email _____

Send Invoice Via _____

Email _____

Purchasing _____

Email _____

PO Required? _____

Yes / No

Shipping Address _____ Phone _____

(if different from billing) _____ Fax _____

Payment Terms – New accounts, customers not applying for credit, or those that have been declined for credit ***must make prepayment in full prior to shipment of merchandise.***

☐ **Prepay (CBD – Cash Before Delivery):** A ProForma invoice is sent to provide the order total(s) as well as all of the payment methods we offer.

<u>Credit Card</u> <ul style="list-style-type: none"> • Visa • MasterCard • American Express • Discover 	<u>Check</u> <ul style="list-style-type: none"> • Company • Cashiers • Money Order 	<u>Wire Payment</u> <p>Comerica Bank-California</p> <p><i>Wiring instructions provided upon request.</i></p>	<u>PayPal</u> <p><i>We now accept PayPal payments for your convenience!</i> Simply log into your PayPal account, click on 'Send Money' and enter joek@robertkaufman.com into the 'Send Money' field.</p>
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☐ **Open Credit (Net 30 or Net 60):** Subject to review and approval. Those wishing to apply for open credit must fill out and submit a credit application for consideration. You may find the form on our website, www.robertkaufman.com, through your regional sales rep, or by contacting our customer service department at (800) 877 – 2066.

New Account Questionnaire

Retail Customers:

1. How did you hear about us?

2. What is the square footage of your shop?

3. How many bolts will you carry?

Manufacturing Customers:

1. How did you hear about us?

2. Is your cut and sew operation(s) stateside or overseas?

3. What fabric quantities do you anticipate ordering? Per color/pattern?

4. Please describe your product....

The following is made in lieu of all warranties, express or implied: Robert Kaufman Fabric's only obligation shall be to replace such quantity of the product proved to be defective. The seller shall not be liable for any injury, loss, damage, direct or consequential, arising out of the use or inability to use the product. User assumes all risk, responsibility, and liability for use of the product.

Terms and Conditions:

1. We are unable to accept or process orders without a completed and approved account application.
2. All accounts are due and payable according to the terms stated on each invoice.
3. New accounts, customers not applying for credit, or those that have been declined for credit must make prepayment in full prior to shipment of merchandise.
4. Applicant agrees to notify Robert Kaufman in writing of any change in ownership and further agrees that all charges incurred will remain their responsibility unless agreed to by Robert Kaufman.
5. All prospective account applicants must provide a valid tax ID from your respective state of residence.
6. This application must be signed by an authorized signing officer/owner of the business.
7. The undersigned certifies that all information provided is warranted to be true and correct.

Sign _____

Date _____

Print _____

Title _____

SALES TAX RULES AND REGULATIONS - RESALE CERTIFICATES

To Our Customers:

In compliance with Sales and Use Tax Laws it is necessary that we have from all our customers a signed re-sale certificate, with their States Sales Tax Permit Number, to show that the merchandise has been purchased for re-sale.

The good faith of the seller will be questioned if he has knowledge of facts which give rise to a reasonable inference that the purchaser does not intend to resell the property as, for example, knowledge that a purchaser of particular merchandise is not engaged in the business of selling that kind of merchandise.

Under "Description of property to be purchased" there may appear:

- 1) Either an itemized list of the property to be purchased for resale, or
- 2) A general description of the kind of property to be purchased for resale. Such certificate is good until revoked in writing.

Please insert your NEW SALES TAX PERMIT NUMBER, WITH YOUR SIGNATURE AND ADDRESS ON THE ATTACHED RE-SALE CERTIFICATE AND RETURN IT TO US AT ONCE. YOU MAY FAX THIS COMPLETED FORM TO (800) 788-5283 OR MAIL IT TO:

ROBERT KAUFMAN CO., INC.
P.O. BOX 59266
GREENMEAD STATION
LOS ANGELES, CA 90059-0266

FIRM NAME _____

I HEREBY CERTIFY,

That I hold valid seller's permit No. _____

issued pursuant to the Sales and Use Tax Law; that I am engaged in the business of selling

_____ that the tangible personal property described herein which I shall purchase from:

_____ will be resold by me in the form of tangible property; PROVIDED, however, that in the event any such property is used for any purpose other than that retention, demonstration, or display while holding it for sale in the regular course of business, it is understood that I am required by the Sales and Use Tax Law to report and pay for the tax, measured by the purchase price of such property.

Description of property to be purchased: _____

Dated _____ 20____ Signature _____

at _____ By and Title _____

Phone _____ Address _____