

Our Logo: _____

Our Details: _____

Business/Trading Name: _____
 Business Type: PLC LTD Partnership Sole Trader

Details of People Authorised to Place Orders:
 Name: _____
 Position: _____
 Name: _____
 Position: _____

Business Address: * _____

 Postcode: _____
 * If the invoice address is different from the business address, please supply details on page 2.

Main Tel No: _____
 Accounts Tel: _____

Are any of the directors, owners or partners in this business an un-discharged bankrupt? Yes No
 Have any of the directors, owners or partners held any other credit accounts with us? Yes No
 If so, please provide account name(s): _____

Ltd / Plc Companies Only: Company Registration No: _____ Date of Incorporation: _____
 Directors Name: _____ Home Address: _____ Post Code: _____
 Directors Name: _____ Home Address: _____ Post Code: _____
 Directors Name: _____ Home Address: _____ Post Code: _____

Sole Traders/Partnerships Only:
 Proprietor Name: _____ Home Address: _____ Post Code: _____
 Partner Name: _____ Home Address: _____ Post Code: _____

Name of People Authorised To Make Payment & Co Bank Details:
 Name: _____
 Direct No: _____
 Email: _____
 Name: _____
 Direct No: _____
 Email: _____
 Bank Name: _____
 Sort Code: _____ Branch: _____
 Acc No: _____
 Purchase Order Required? Yes No

Trade Reference Name : _____
 Address: _____
 Current Credit Limit: _____
 Trade Reference Name : _____
 Address: _____
 Current Credit Limit: _____

In processing your application for credit facilities we make enquiries of credit reference agencies and other third parties who may record those enquiries. We may also disclose information about the conduct of your account to credit reference agencies and other third parties. The information obtained from or provided to credit reference agencies or other third parties may be used when assessing further applications for credit terms, for debt collection, for tracing and for fraud prevention. I, the undersigned hereby confirm that if credit facilities are approved the account will be paid as per your normal monthly terms.
Must be signed by a director, partner or proprietor of the business

Signed: _____ Print Name: _____ Date: _____

This application form is provided in good faith by Top Service Ltd, a specialist credit information and credit control services provider for the construction industry. Any accounts that remain overdue may be passed to Top Service Ltd for collection purposes.

Any Additional Information:



Data Protection Policy

If you are an individual or a group of individuals by signing below you agree that we may:

Seek, hold and process any information obtained about you from you or third parties for the purpose of and as a result of this and any other applications or agreements you or your company have with us. This will include a search with a licensed credit reference agency which keep a record of that search.

Use this information for credit assessment purposes including assessing you or the company's credit limit and to administer and operate the credit account granted to you or your company and analyse the conduct of that credit account.

Disclose any information we hold about you to licensed credit reference agencies, other suppliers and creditors to help us and others make credit decisions, to help prevent or detect fraud or other crimes, to trace debtors, to provide trade references, on a confidential basis to our agents and sub-contractors, to insurance products that relate or might relate to transfer our rights and/or responsibilities under this contract and to the extent we are required or permitted to do so by law.

Hold and use this information during our trade relationship and thereafter destroy the information except for contract details a record of credit limits and data and ground for account closure.

If our contract is with a body corporate or incorporate we may process information as above relating to directors, shareholders or members including searches with licensed credit reference agencies.

To be signed by ALL INDIVIDUALS

Sole proprietor:

Sign

Print

Limited Company

ALL Directors

Sign

Print

MIDLAND ROCK

TERMS AND CONDITIONS

- The following terms and conditions will apply between Midland Rock (Leicester) Limited, and the customer.
- Midland Rock (Leicester) Limited; enters every site at the request of and with the permission of the customer their servants or agents.
- The customer will indemnify Midland Rock (Leicester) Limited against all damage on site caused through collapsed drains, insecure roads, tracks or any access route our vehicles are required to traverse.
- The customer shall insure: that all roads and tracks, all drains, manholes, gullies, all hard standing on any site the vehicles and personnel of Midland Rock (Leicester) Limited are required to enter on behalf of the customer, are in a sufficient state to insure the safe ingress and egress, the safe loading and unloading of all vehicles whilst on site and that no damage will occur to any vehicle or injury occur to any driver or authorised person in the legitimate pursuit of their duties.
- It is the responsibility of the customer to ensure that vehicles are loaded or unloaded in a reasonable time, fifteen minutes for the loading or unloading of any vehicle whilst muck shifting or delivering dry aggregates, forty-five minutes for coated materials. Where a vehicle delivers and collects from the same site as a combined event a combined time allowance will apply in the interests of safety. Times in excess of these will incur waiting time charges at the specified rate in increments of fifteen minutes.
- The details and circumstances of any damage occurring to property or goods on site, must be recorded immediately and communicated to all parties concerned at the first convenient opportunity during the working day on which the incident occurred. Failure to observe this condition may result in the rejection of any claim against Midland Rock (Leicester) Limited at a later date.
- All personnel in the employment of Midland Rock (Leicester) Limited are required to abide by all relevant health and safety regulations wherever and whenever applicable on any site.
- **Payment: Terms are strictly net; payment must be received at our Bank by the last day of the following month, of the date on the invoice. Failure to comply with this condition is a breach of contract and will result in termination of our services.**
- **Please note all accounts beyond our credit terms will be passed to our debt collection agency, Sinclair Goldberg Price Ltd. All accounts, without exception, will be subject to a surcharge of 15% plus vat to cover our costs in recovery. These accounts will also be subject to any legal costs incurred in obtaining settlement.**
- **Inquiries regarding invoices must be brought to the attention of our accounts dept on receipt of same, delays in doing so, inquiries beyond 7 days, will not be accepted as a reason for late or delayed payment.**
- When your account reaches the agreed credit limit services will be suspended. When the balance is cleared they may be resumed.
- Services and/or materials quoted for are on an individual site/contract basis. However, the terms of payment and credit limit will apply on a combined site/contract basis where operations take place on more than one site/contract at the same time.
- All materials supplied will remain the property of Midland Rock (Leicester) Limited until they have received payment in full for all accounts,
- Midland Rock (Leicester) Limited reserves the right to enter any site they have delivered materials to, to recover such materials for which they have not been paid.
- It is the policy of Midland Rock (Leicester) Ltd that when we do business with any company as a customer and a supplier, we will, if considered necessary, contra any money we owe to that company as a supplier, prior to paying any balance owed to that company as a customer.
- This will include any one or more supply companies, or customer companies which are subsidiaries of, or have a director that is also a director of any company which either, owes money to Midland Rock (Leicester) Ltd, or to which Midland Rock (Leicester) Ltd owes money.
- This condition will take precedence over any other arrangements any of our customers and/or suppliers may make with any other company, such as factoring agents.
- **Signed (Authorised Signatory)** **Print**
- **For.....**
- **Address.....**
- **Position in Company.....**