

# Co-Mac Group Ltd

## CREDIT ACCOUNT APPLICATION

**To Be Completed By Applicants** – Please complete all sections and read the Terms and Conditions of Trade overleaf.

DATE: \_\_\_\_\_ Current Customer Code (if applicable): \_\_\_\_\_

BUSINESS' TRADE NAME: \_\_\_\_\_

BUSINESS' FULL or LEGAL NAME: \_\_\_\_\_

Nature Of The Business: (eg. Engineering, Manufacturing...) \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile: \_\_\_\_\_ Years In Business: \_\_\_\_\_ No. Of Staff: \_\_\_\_\_

Delivery (physical) Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Postcode: \_\_\_\_\_

Does the Business use CAD:  Yes  No CAD Software Used: \_\_\_\_\_

Accounts Contact: \_\_\_\_\_ Purchasing Contact: \_\_\_\_\_ CAD Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_ Mobile: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_ Email: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

### **DETAILS OF COMPANY (If a Company)**

Company Number: \_\_\_\_\_ Date Established: \_\_\_\_\_

### **DETAILS OF OWNER (If Sole Trader) PARTNERS (If Partnership) OR DIRECTORS (If Company)**

Owner / Partner / Director (please circle)

Owner / Partner / Director (please circle)

Full Name: \_\_\_\_\_ Full Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Postcode: \_\_\_\_\_

### **TRADE REFERENCES**

Business Name 1: \_\_\_\_\_ Business Name 2: \_\_\_\_\_

Account No: \_\_\_\_\_ Account No: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

I certify that the above information is true and correct and that I am authorised to make this application for credit. I have read and understand the TERMS AND CONDITIONS OF TRADE (overleaf) of Co-Mac Group Ltd which form part of, and are intended to be read in conjunction with, this Credit Account Application and agree to be bound by these conditions. I authorise the use of my personal information as detailed in the Privacy Act clause therein.

SIGNED: \_\_\_\_\_ Position: \_\_\_\_\_

Name:

*By signing this Application the Applicant agrees to receive email communication from Co-Mac Group Ltd.*

## Co-Mac Group Ltd – Terms & Conditions of Trade

- 1. Definitions**
    - 1.1 "Seller" shall mean Co-Mac Group Ltd its successors and assigns or any person acting on behalf of and with the authority of Co-Mac Group Ltd.
    - 1.2 "Customer" shall mean the Customer (or any person acting on behalf of and with the authority of the Customer) as described on any quotation, work authorisation or other form as provided by the Seller to the Customer.
    - 1.3 "Guarantor" shall mean that person (or persons), or entity, who agrees to be liable for the debts of the Customer on a principal debtor basis.
    - 1.4 "Goods" shall mean Goods supplied by the Seller to the Customer (and where the context so permits shall include any supply of Services as hereinafter defined) and includes Goods (including but not limited to, dies, cutting dies, moulds, inserts, knives, patterns, tools, artwork and printing plates) described on any invoices, quotation, work authorisation or any other forms as provided by the Seller to the Customer.
    - 1.5 "Services" shall mean all services supplied by the Seller to the Customer and includes any advice or recommendations (and where the context so permits shall include any supply of Goods as defined above).
    - 1.6 "Price" shall mean the price payable for the Goods as agreed between the Seller and the Customer in accordance with clause 3 of this contract.
  - 2. Acceptance**
    - 2.1 Any instructions received by the Seller from the Customer for the supply of Goods and/or the Customer's acceptance of Goods supplied by the Seller shall constitute acceptance of the terms and conditions contained herein.
    - 2.2 Where more than one Customer has entered into this agreement, the Customers shall be jointly and severally liable for all payments of the Price.
    - 2.3 Upon acceptance of these terms and conditions by the Customer the terms and conditions are binding and can only be amended with the written consent of the Seller.
    - 2.4 The Customer shall give the Seller not less than fourteen (14) days prior written notice of any proposed change of ownership of the Customer or any change in the Customer's name and/or any other change in the Customer's details (including but not limited to, changes in the Customer's address, facsimile number, or business practice). The Customer shall be liable for any loss incurred by the Seller as a result of the Customer's failure to comply with this clause.
    - 2.5 Goods are supplied by the Seller only on the terms and conditions of trade herein to the exclusion of anything to the contrary in the terms of the Customer's order notwithstanding that any such order is placed on terms that purport to override these terms and conditions of trade.
  - 3. Price And Payment**
    - 3.1 At the Seller's sole discretion the Price shall be either:
      - (a) as indicated on invoices provided by the Seller to the Customer in respect of Goods supplied; or
      - (b) the Seller's current price at the date of delivery of the Goods according to the Seller's current Price list; or
      - (c) the Seller's quoted Price (subject to clause 3.2) which shall be binding upon the Seller provided that the Customer shall accept the Seller's quotation in writing within thirty (30) days. This Price may be subject to a variation in the event of repeated orders.
    - 3.2 The Seller reserves the right to change the Price in the event of a variation to the Seller's quotation. Any variation from the plan of scheduled works or specifications (including, but not limited to, any variation due to unforeseen circumstances, or as a result of fluctuations in the currency exchange rate, or as a result of increases to the Seller in the cost of materials and labour) will be charged for on the basis of the Seller's quotation and will be shown as variations on the invoice. Payment for all variations must be made in full at their time of completion.
    - 3.3 At the Seller's sole discretion a deposit may be required.
    - 3.4 At the Seller's sole discretion:
      - (a) payment for approved Customers shall be made by instalments in accordance with the Seller's payment schedule; or
      - (b) payment for approved Customers shall be due twenty (20) days following the end of the month in which a statement is posted to the Customer's address or address for notices.
    - 3.5 Time for payment for the Goods shall be of the essence and will be stated on the invoice or any other forms. If no time is stated then payment shall be due seven (7) days following the date of the invoice.
    - 3.6 Payment will be made by cash, or by cheque, or by bank cheque, or by direct credit, or by any other method as agreed to between the Customer and the Seller.
    - 3.7 The Seller reserves the right to charge a reasonable fee for storage of moulds and dies where such items are not being used for current production purposes.
    - 3.8 GST and other taxes and duties that may be applicable shall be added to the Price except when they are expressly included in the Price.
  - 4. Delivery Of Goods**
    - 4.1 At the Seller's sole discretion delivery of the Goods shall take place when:
      - (a) the Customer takes possession of the Goods at the Seller's address; or
      - (b) the Customer takes possession of the Goods at the Customer's nominated address (in the event that the Goods are delivered by the Seller or the Seller's nominated carrier); or
      - (c) the Customer's nominated carrier takes possession of the Goods in which event the carrier shall be deemed to be the Customer's agent.
    - 4.2 At the Seller's sole discretion the costs of delivery are:
      - (a) in addition to the Price; or
      - (b) for the Customer's account.
    - 4.3 The Customer shall make all arrangements necessary to take delivery of the Goods whenever they are tendered for delivery. In the event that the Customer is unable to take delivery of the Goods as arranged then the Seller shall be entitled to charge a reasonable fee for redelivery.
    - 4.4 Delivery of the Goods to a third party nominated by the Customer is deemed to be delivery to the Customer for the purposes of this agreement.
    - 4.5 The Seller may deliver the Goods by separate instalments. Each separate instalment shall be invoiced and paid for in accordance with the provisions in these terms and conditions.
    - 4.6 The Customer shall take delivery of the Goods tendered notwithstanding that the quantity so delivered shall be either greater or lesser than the quantity purchased provided that:
      - (a) such discrepancy in quantity shall not exceed 10%; and
      - (b) the Price shall be adjusted pro rata to the discrepancy.
    - 4.7 The failure of the Seller to deliver shall not entitle either party to treat this contract as repudiated.
    - 4.8 The Seller shall not be liable for any loss or damage whatsoever due to failure by the Seller to deliver the Goods (or any of them) promptly or at all, where due to circumstances beyond the control of the Seller.
  - 5. Risk**
    - 5.1 If the Seller retains ownership of the Goods nonetheless, all risk for the Goods passes to the Customer on delivery.
    - 5.2 If any of the Goods are damaged or destroyed following delivery but prior to ownership passing to the Customer, the Seller is entitled to receive all insurance proceeds payable for the Goods. The production of these terms and conditions by the Seller is sufficient evidence of the Seller's rights to receive the insurance proceeds without the need for any person dealing with the Seller to make further enquiries.
    - 5.3 The Customer acknowledges and agrees that the Seller may submit specimen articles of the completed die for approval, however any changes required must be communicated to the Seller immediately or the specimen articles will be produced. Any change to the specimen articles, communicated to the Seller immediately, will be charged as a variation to the quotation as per clause 3.2. The Seller shall not be liable for any loss, damages or costs however arising from the specimen articles being produced prior to receiving instructions for changes.
    - 5.4 Where the Customer has supplied materials for the Seller to complete the Services, the Customer acknowledges that he accepts responsibility for the suitability of purpose, quality and any faults inherent in the Materials. The Seller shall not be responsible for any defects in the works, any loss or damage to the Materials (or any part thereof), howsoever arising from the use of the supplied by the Customer. It shall also be the Customer's responsibility to uphold maintenance and insurance of these materials.
  - 6. Title**
    - 6.1 The Seller and Customer agree that ownership of the Goods shall not pass until:
      - (a) the Customer has paid the Seller all amounts owing for the particular Goods; and
      - (b) the Customer has met all other obligations due by the Customer to the Seller in respect of all contracts between the Seller and the Customer.
    - 6.2 Receipt by the Seller of any form of payment other than cash shall not be deemed to be payment until that form of payment has been honoured, cleared or recognised and until then the Seller's ownership or rights in respect of the Goods shall continue.
    - 6.3 It is further agreed that:
      - (a) where practicable the Goods shall be kept separate and identifiable until the Seller shall have received payment and all other obligations of the Customer are met; and
      - (b) until such time as ownership of the Goods shall pass from the Seller to the Customer the Seller may give notice in writing to the Customer to return the Goods or any of them to the Seller. Upon such notice being given the rights of the Customer to obtain ownership or any other interest in the Goods shall cease; and
      - (c) the Customer is only a bailee of the Goods and until such time as the Seller has received payment in full for the Goods then the Customer shall hold any proceeds from the sale or disposal of the Goods, up to and including the amount the Customer owes to the Seller for the Goods, on trust for the Seller; and
      - (d) until such time that ownership in the Goods passes to the Customer, if the Goods are converted into other products, the parties agree that the Seller will be the owner of the end products; and
      - (e) if the Customer fails to return the Goods to the Seller then the Seller or the Seller's agent may enter upon and into land and premises owned, occupied or used by the Customer, or any premises where the Goods are situated as the invitee of the Customer and take possession of the Goods, and the Seller will not be liable for any reasonable loss or damage suffered as a result of any action by the Seller under this clause.
  - 7. Personal Property Securities Act 1999 ("PPSA")**
    - 7.1 Upon assenting to these terms and conditions in writing the Customer acknowledges and agrees that:
      - (a) these terms and conditions constitute a security agreement for the purposes of the PPSA; and
      - (b) a security interest is taken in all Goods previously supplied by the Seller to the Customer (if any) and all Goods that will be supplied in the future by the Seller to the Customer.
    - 7.2 The Customer undertakes to:
      - (a) sign any further documents and/or provide any further information (such information to be complete, accurate and up-to-date in all respects) which the Seller may reasonably require to register a financing statement or financing charge statement on the Personal Property Securities Register;
      - (b) indemnify, and upon demand reimburse, the Seller for all expenses incurred in registering a financing statement or financing charge statement on the Personal Property Securities Register or releasing any Goods charged thereby;
      - (c) not register a financing change statement or a charge demand without the prior written consent of the Seller; and
      - (d) immediately advise the Seller of any material change in its business practices of selling the Goods which would result in a change in the nature of proceeds derived from such sales.
    - 7.3 The Seller and the Customer agree that nothing in sections 114(1)(a), 133 and 134 of the PPSA shall apply to these terms and conditions.
    - 7.4 The Customer waives its rights as a debtor under sections 116, 120(2), 121, 125, 126, 127, 129, 131 and 132 of the PPSA.
    - 7.5 Unless otherwise agreed to in writing by the Seller, the Customer waives its right to receive a verification statement in accordance with section 148 of the PPSA.
    - 7.6 The Customer shall unconditionally ratify any actions taken by the Seller under clauses 7.1 to 7.5.
  - 8. Customer's Disclaimer**

The Customer hereby disclaims any right to rescind, or cancel any contract with the Seller or to sue for damages or to claim restitution arising out of any inadvertent misrepresentation made to the Customer by the Seller and the Customer acknowledges that the Goods are bought relying solely upon the Customer's skill and judgment.
  - Defects**

The Customer shall inspect the Goods on delivery and shall within fourteen (14) days of delivery (time being of the essence) notify the Seller of any alleged defect, shortage in quantity, damage or failure to comply with the description or quote. The Customer shall afford the Seller an opportunity to inspect the Goods within a reasonable time following delivery if the Customer believes the Goods are defective in any way. If the Customer shall fail to comply with these provisions the Goods shall be presumed to be free from any defect or damage. For defective Goods, which the Seller has agreed in writing that the Customer is entitled to reject, the Seller's liability is limited to either (at the Seller's discretion) replacing the Goods or repairing the Goods. Goods will not be accepted for return other than in accordance with 9.1 above.
  - 10. Warranty**

For Goods not manufactured by the Seller, the warranty shall be the current warranty provided by the manufacturer of the Goods. The Seller shall not be bound by nor be responsible for any term, condition, representation or warranty other than that which is given by the manufacturer of the Goods. To the extent permitted by statute, no warranty is given by the Seller as to the quality or suitability of the Goods for any purpose and any implied warranty, is expressly excluded. The Seller shall not be responsible for any loss or damage to the Goods, or caused by the Goods, or any part thereof however arising.
  - 11. Consumer Guarantees Act 1993**

If the Customer is acquiring Goods for the purposes of a trade or business, the Customer acknowledges that the provisions of the Consumer Guarantees Act 1993 do not apply to the supply of Goods by the Seller to the Customer.
  - 12. Confidentiality**

Each party agrees to treat all information and ideas communicated to it by the other, whether accidentally or purposely, with confidentiality and agree not to divulge it to any third party, without the other party's written consent. The parties will not copy or utilize any such information or ideas supplied or witnessed, and will either return it or destroy it (together with any copies thereof) on request of the other party.
  - 13. Intellectual Property**

Where the Seller has designed, drawn or written Goods (including but not limited to, samples, designs, tools, moulds, cutting dies, printing plates and artwork) for the Customer, or where the Seller transmits either orally, electronically or in writing, whether accidentally or purposely any technical information, knowledge or processing or production method, then the copyright in those designs and drawings, information, methods and documents shall remain vested in the Seller, and shall only be used by the Customer with the prior written consent of the Seller. The Customer warrants that all designs or instructions to the Seller will not cause the Seller to infringe any patent, registered design or trademark in the execution of the Customer's order and the Customer agrees to indemnify the Seller against any action taken by a third party against the Seller in respect of any such infringement.
  - 14. Default & Consequences Of Default**
    - 14.1 Interest on overdue invoices shall accrue daily from the date when payment becomes due, until the date of payment, at a rate of two and one half percent (2.5%) per calendar month (and at the Seller's sole discretion such interest shall compound monthly at such a rate) after as well as before any judgment.
    - 14.2 In the event that the Customer's payment is dishonoured for any reason the Customer shall be liable for any dishonour fees incurred by the Seller.
    - 14.3 If the Customer defaults in payment of any invoice when due, the Customer shall indemnify the Seller from and against all costs and disbursements incurred by the Seller in pursuing the debt including legal costs on a solicitor and own client basis and the Seller's collection agency costs.
    - 14.4 Without prejudice to the Seller's other remedies at law the Seller shall be entitled to lodge where appropriate (including those relating to payment), the Seller may suspend or terminate the supply of Goods to the Customer and any of its other obligations under the terms and conditions. The Seller will not be liable to the Customer for any loss or damage the Customer suffers because the Seller has exercised its rights under this clause. If any account remains overdue after thirty (30) days then an amount of the greater of twenty dollars (\$20.00) or ten percent (10%) of the amount overdue (up to a maximum of two hundred dollars (\$200.00)) shall be levied for administration fees which sum shall become immediately due and payable.
    - 14.6 Without prejudice to the Seller's other remedies at law the Seller shall be entitled to cancel all or any part of any order of the Customer which remains unfulfilled and all amounts owing to the Seller shall, whether or not due for payment, become immediately payable in the event that:
      - (a) any money payable to the Seller becomes overdue, or in the Seller's opinion the Customer will be unable to meet its payments as they fall due; or
      - (b) the Customer becomes insolvent, convenes a meeting with its creditors or proposes or enters into an arrangement with creditors, or makes an assignment for the benefit of its creditors; or
      - (c) a receiver, manager, liquidator (provisional or otherwise) or similar person is appointed in respect of the Customer or any asset of the Customer.
  - 15. Security And Charge**

Despite anything to the contrary contained herein or any other rights which the Seller may have howsoever:
    - (a) where the Customer and/or the Guarantor (if any) is the owner of land, realty or any other asset capable of being charged, both the Customer and/or the Guarantor agree to mortgage and/or charge all of their joint and/or several interest in the said land, realty or any other asset to the Seller or the Seller's nominee to secure all amounts and other monetary obligations payable under these terms and conditions. The Customer and/or the Guarantor acknowledge and agree that the Seller (or the Seller's nominee) shall be entitled to lodge where appropriate a caveat, which caveat shall be withdrawn once all payments and other monetary obligations payable hereunder have been met.
    - (b) should the Seller elect to proceed in any manner in accordance with this clause and/or its sub-clauses, the Customer and/or Guarantor shall indemnify the Seller from and against all the Seller's costs and disbursements including legal costs on a solicitor and own client basis.
    - (c) the Customer and/or the Guarantor (if any) agree to irrevocably nominate constitute and appoint the Seller or the Seller's nominee as the Customer's and/or Guarantor's true and lawful attorney to perform all necessary acts to give effect to the provisions of this clause 15.1.
  - 16. Cancellation**

The Seller may cancel any contract to which these terms and conditions apply or cancel delivery of Goods at any time before the Goods are delivered by giving written notice to the Customer. On giving such notice the Seller shall repay to the Customer any sums paid in respect of the Price. The Seller shall not be liable for any loss or damage whatsoever arising from such cancellation.
  - 17. Privacy Act 1993**

In the event that the Customer cancels delivery of the Goods the Customer shall be liable for any loss incurred by the Seller (including, but not limited to, any loss of profits).
  - 17.1 Privacy Act 1993**

The Customer and the Guarantor/s (if separate to the Customer) authorises the Seller to:
    - (a) collect, retain and use any information about the Customer and/or Guarantors, for the purpose of assessing the Customer's and/or Guarantors creditworthiness or marketing products and services to the Customer and/or Guarantors;
    - (b) disclosing information about the Customer and/or Guarantors, whether collected by the Seller from the Customer and/or Guarantors directly or obtained by the Seller from any other source, to any other credit provider or any credit reporting agency for the purposes of providing or obtaining a credit reference, debt collection or notifying a default by the Customer and/or Guarantors.
  - 17.2** Where the Customer and/or Guarantors are an individual the authorities under clause 17.1 are authorities or consents for the purposes of the Privacy Act 1993.
  - 17.3** The Customer and/or Guarantors shall have the right to request the Seller for a copy of the information about the Customer and/or Guarantors held by the Seller and the right to request the Seller to correct any incorrect information about the Customer and/or Guarantors held by the Seller.
- 18. Unpaid Seller's Rights**
  - 18.1 Where the Customer has left any item (including, but not limited to, moulds and dies owned by the Customer) with the Seller for repair, modification, storage, exchange or for the Seller to perform any other Service in relation to the item and Seller has not received or been tendered the whole of the Price, or the payment has been dishonoured, the Seller shall have:
    - (a) a lien on the item;
    - (b) the right to retain the item for the Price while the Seller is in possession of the item;
    - (c) the right to sell the item provided that the Seller shall send to the Customer at their last known address a written notice stating that unless all overdue monies are paid within ten (10) working days of the date of the notice that they intend to sell, dispose, or otherwise deal with the item in any way Seller sees fit. Unless payment of all outstanding monies is made in full, or a suitable arrangement is agreed between the parties then the Seller may proceed in accordance with such notice in order to mitigate any losses or costs that the Seller has incurred. Neither the Seller nor the Seller's agent shall be liable for any loss or damage to the item, in the event that there are any surplus monies following such dealings then these shall be dealt with in accordance with the provisions of the Unclaimed Monies Act 1971.
  - 18.2 The lien of the Seller shall continue despite the commencement of proceedings, or judgment for the Price having been obtained.
- 19. General**
  - 19.1 If any provision of these terms and conditions shall be invalid, void, illegal or unenforceable the validity, existence, legality and enforceability of the remaining provisions shall not be affected, prejudiced or impaired.
  - 19.2 The terms and conditions and any contract to which they apply shall be governed by the laws of New Zealand and are subject to the jurisdiction of the courts of New Zealand.
  - 19.3 The Seller shall be under no liability whatsoever to the Customer for any indirect and/or consequential loss and/or expense (including loss of profit) suffered by the Customer arising out of a breach by the Seller of these terms and conditions.
  - 19.4 In the event of any breach of this contract by the Seller the remedies of the Customer shall be limited to damages which under no circumstances shall exceed the Price of the Goods.
  - 19.5 The Customer shall be entitled to set off against, or deduct from the Price, any sums owed or claimed to be owed to the Customer by the Seller or to withhold payment of any invoice because part of that invoice is in dispute.
  - 19.6 The Seller may license or sub-contract all or any part of its rights and obligations without the Customer's consent.
  - 19.7 The Seller reserves the right to review these terms and conditions at any time. If, following any such review, there is to be any change to these terms and conditions, then that change will take effect from the date on which the Seller notifies the Customer of such change.
  - 19.8 The provisions of the Contractual Remedies Act 1979 shall apply to this contract as if section 15(d) were omitted from the Contractual Remedies Act 1979.
  - 19.9 The Seller shall not be liable for any default due to any act of God, war, terrorism, strike, lock-out, industrial action, fire, flood, drought, storm or other event beyond the reasonable control of either party.
  - 19.10 The failure by the Seller to enforce any provision of these terms and conditions shall not be treated as a waiver of that provision, nor shall it affect the Seller's right to subsequently enforce that provision.