



LAPP Australia Pty Ltd

lappaustralia.com.au

Account Application Form

To apply for a credit account, please complete the following forms and return them back to us.

Company Name

Trading Name

Delivery Address Street

Suburb

State

Post Code.....

Invoice Address PO Box

Suburb.....

State

Post Code.....

ABN

Phone Number

Fax Number

Accounts Email Address

Type of Business

Name of Managing Director



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Trade References

For trade references, please do not include utilities (ie Power and Phone services).

1)

Phone.....

FAX.....

2)

Phone.....

FAX.....

3)

Phone.....

FAX.....

I (we) understand that the Terms and Conditions for a Credit Account which are included in the bottom of this document. I (we) declare we are authorised to create a Credit Account on behalf of our company.

Signature

Name

Position

Date



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When completed please return this form to our accounts team via the contact details listed on this document.

Once we have approved your account, how should we get back in touch with you?

Email

or

Phone

Once completed, please send this form to 'sales@lappaustralia.com.au' for processing.

Your Key Contacts

To help us contact the right people in your company, you might want to list some of the key contacts at your company. These could include engineers, purchasing people, accounts people etc. Then when we are contacting you, we know the right people to get in touch with.

Name	Name
Role	Role
Phone	Phone
Mobile	Mobile
Email	Email

*Feel free to add more contacts to this form, depending on your company structure



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Our Contact Details

General Enquiries	Free Phone	1800 931 559
Sales Enquiries	Email	sales@lappaustralia.com.au
Account Enquires	Email	accounts@lappaustralia.com.au

Our Bank Account Details

We email all invoices to your account's email address on a daily basis, and monthly we will email you with a complete statement with all your open invoices.

For payments from Australian bank accounts in \$AUD

Payment to: Lapp Australia Pty Ltd

ANZ Banking Group (Australia)

BSB: 013408

Account Number: 3068-66341



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Terms and Conditions

The below conditions override all our previous Terms and Conditions. We reserve the right to update our Terms and Conditions at any time without prior notification.

1. Variations in product

Actual goods supplied may vary from the product pictures shown on our website or in our catalogues. We try our best to accurately represent the product to you, however our suppliers can make changes to the goods we are supplied without warning. If a product functionally performs its intended primary function correctly then you have no right of return.

Specifications for actual goods supplied may vary from the product specifications shown in our website or in our catalogues. We try our best to accurately represent the goods to you, however our suppliers can make changes to the goods we are supplied without warning (for example cable OD's could vary). If goods can still perform their intended primary function correctly then you have no right of return.

2. Checking goods when they arrive

If a parcel arrives damaged it is your responsibility to record this information with the freighting company at the time you receive the goods. If you have not noted the damage, and we believe the damage occurred after the goods were dispatched, and the freighting company does not accept liability for the damage to the goods, then you will be obliged to accept and pay for the goods in whatever condition they arrived.

If goods are damaged when they arrive contact our sales team immediately. Photos maybe required to help us document the damage. If you do not have time to contact us before you use the goods, make sure you take photos showing the damage before unpacking and using the goods.

It is your responsibility to check that what goods arrive, match the corresponding delivery note which is included with the shipment. If the delivery note is missing, please contact our sales team for a replacement. If the goods supplied are incorrect to the paperwork, or the quantity of goods supplied is incorrect to the paperwork then please contact our sales team immediately.



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3. GST (Goods and Services Tax)

GST is Goods and Services Tax and we must charge this on any goods or services we supply Australia. Prices we advertise or quote do not include GST unless explicitly stated. For all products we supply within Australia we will charge GST on top of the stated prices.

If you plan on using our products within Australia, then we must charge you GST.

If you plan on exporting our products we will charge you GST, and it is your responsibility to claim the GST content back at the time you export the goods.

4. Payment

Where credit terms have been approved, payment is by the requested date indicated on the Invoice we supply. If you do not receive an Invoice, or have misplaced the Invoice, it is your responsibility to contact our accounts team and request a new copy.

If you cannot make payment by the required date indicated on the Invoice you must contact our accounts team with an explanation. We may grant an extension to your payment terms.

Failure to make payment by the indicated date stated on the Invoice may result in the freezing of your company account so no new orders can be placed, and backorders will not be dispatched. This may also lead to a reduction or cancellation of your credit terms for future orders.

We stress, if you are not going to make payment by the requested date stated on the Invoice please contact our accounts staff.

5. Titles & Risk

Risk of damage or loss of goods passes to the customer on delivery.

Title of goods passes to the customer upon payment.



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6. Orders and Pricing

To avoid duplication, faxed or emailed confirmation of telephone orders must be clearly marked "Confirmation Only". We do not accept liability for any orders not clearly marked, that we have supplied twice. If it is not clear, you will be charged for duplicate orders.

After an order is placed, items may not be removed, and quantities cannot be decreased or increased without prior written approval. We may have already cut product, or have ordered in new product from suppliers to replace our stock.

Before you place an order, it is the customers responsibility to find out the delivery time for the goods. Once an order is placed, if the goods are not in stock but we have ordered them for you, then you cannot cancel your order without written approval.

If you place an order and your part number is for one product, and your description is for a different product, then you are responsible for whichever product you receive. if you receive a different item than you wanted, you may incur a restocking fee or return refusal. It is your responsibility to have the details on your purchase orders correct.

If we make an error on the pricing on an Invoice please contact an our accounts representative and explain the error. If it is a valid error we will be happy to rectify this for you with either a new invoice, or a credit for the difference in pricing.

Pricing for products may vary from your previous purchases without prior notification. If you do not have a valid written quotation, then you are required to pay the indicated invoice price. If you have received a price over the phone, however you do not have written confirmation of this price, then this is not a valid quotation and the original stated invoice price stands. Verbal quotations are not valid.

Quotations are valid for a set period. If no time period is indicated on the quotation, you must request the valid range or assume the quotation is valid for only 30 days from when you receive it.

7. Product Warranty

If goods are determined to be faulty, we will either replace, repair, or refund the goods. We are not liable for any additional charges such as penalties, installation costs or downtime incurred due to replacing the original faulty goods. If we choose to refund the value of goods, this will be at the original Invoice price only.



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We are not liable if the goods have been used in an improper way, or if installation does not follow the manufactures guidelines, or if the date is more than 12 months from the time of dispatch from our warehouse. Any replacements made will be guaranteed for the unexpired portion of the period of the 12-month guarantee given when originally supplied.

To make a claim please contact our sales team.

8. Use of Personal Information

We handle your personal data in accordance with our "Privacy Policy". If you would like a copy of this, please contact us or you can download a copy on our website.

9. Freight for Orders

Generally pricing does not include delivery unless explicitly stated on the quotation. If you required a fixed quotation, please let our sales team know and they can calculate the cost based on the order size and delivery location. Otherwise a freight cost will be added onto the order at the time of delivery.