



TRUNK SHOW ACCOUNT INFORMATION & SALES AGREEMENT

Customer Number _____

To establish or update your account with SERRV, please complete both sides of form, make a copy for your records, and submit. An updated and signed form is required if our terms change or if contact person changes. Trunk Show net-45 accounts are available to organizations (not individuals).

Tax will be charged unless we're provided with required tax-exempt documentation. We will email you a separate request for this paperwork if applicable in your state and appreciate your prompt response.

1. CUSTOMER INFORMATION

Organization _____ Website/Venue (if applicable) _____

Name of Owner(s) or Owning Organization _____

State Resale Tax Number / Federal Tax ID Number* _____ We will email you to obtain a copy of your resale or tax form.

2. BILLING ADDRESS

Street Address or PO Box _____

City _____ State _____ Zip _____

Email _____ Phone _____

This is a: residential address business/church address

3. SHIPPING ADDRESS Complete only if different from #2.

Street Address _____

City _____ State _____ Zip _____

Email _____ Phone _____

This is a: residential address commercial/church address

Can you accept freight shipments? Yes No

Do you have a dock? Yes No

4. MAILING ADDRESS I would like to receive catalogs and other mailings at my (check one): billing address shipping address

5. WOULD YOU LIKE TO SET UP AN ONLINE ACCOUNT FOR PLACING ORDERS?

Yes. Please provide an email address to use for login and a password (six characters minimum, case sensitive). This email must be distinct from an email associated with any other accounts.

Email: _____ Password:

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No, I would not like to order online.

6. PERSON RESPONSIBLE FOR PAYING INVOICES

Name _____ Title _____

Daytime Phone _____

Eve. Phone _____

Email _____ Fax _____

7. PERSON RESPONSIBLE FOR PLACING ORDERS If different from #6

Name _____ Title _____

Daytime Phone _____

Eve. Phone _____

Email _____ Fax _____

8. ARE YOU APPLYING FOR 45-DAY PAYMENT TERMS?

Yes. I have a sponsoring organization.

No. If no, all orders must be prepaid by credit card or check.

I already have an open account that I wish to maintain.

How many years has your organization been in operation? _____

9. PAPERLESS STATEMENTS

Please provide an email address to receive monthly statements by email instead of mail: _____

10. EMAIL SIGN UP

Would you like to receive our marketing emails? Yes No

This agreement, and all the rights and obligations of the parties hereto, shall be governed by the Uniform Commercial Code as enacted and in force in the State of Maryland on the date of this agreement. Terms may change with 30 days written notice. **By signing below you accept all terms on page 2:**

Accepted By _____ Date _____
(Owner or authorized legal representative of organization)

Printed Name _____ Position _____

Name of Business/Customer _____



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- I. SERRV and the Trunk Show Host ("Host") agree to the following terms:
- a. Individuals are required to prepay. A net-45 payment account may be established for organizations. To establish a net-45 account, fill in section 8 on the reverse side.
 - b. For organizations with net payment terms, payment in full must be received within 45 days of the invoice date. The shipping document is your invoice. Overdue accounts are subject to interest charges and/or revocation of terms. New orders will not be processed on overdue accounts.
 - c. Host receives a 25% discount on all SERRV products except Final Sale, gift cards, and promotional items.
 - d. First orders each season (fall and spring) must be at least \$300 at retail price for in-stock items. Reorders within the season must be at least \$150 retail price.
 - e. No backorders will be accepted on Trunk Show orders and will be canceled.
 - f. Host receives free ground shipping on the first order each season (spring and fall). Future orders will be charged ground shipping based on the current shipping chart, found at serrv.org/trunkshow. Additional shipping charges apply for shipments to Alaska, Hawaii, and U.S. Territories and to freight shipments.
 - g. Orders placed on this account will be shipped to the shipping address given on the reverse side. We don't offer shipping to multiple addresses for Trunk Show accounts (ie, drop shipping).
 - h. No returns or refunds are accepted on Trunk Show orders unless items are damaged or defective upon receipt. See K, below.**
 - i. Online accounts for placing orders are available. Please fill in section 5 on the reverse side, and we will notify you when your account is set up. Always log in before placing items in your cart and to see your discount .
 - j. We strive to ship your orders within 3 business days. Please allow up to 2 weeks to receive your shipment after placing your order with us. Allow extra shipping time in November and December, and for shipping addresses outside the continental U.S. SERRV cannot be held responsible for delayed orders or deliveries.
 - k. We will gladly credit your account upon receipt of the Adjustment Form within 30 days for any damaged or defective items, or items shipped in error. Do not return items unless specifically requested by SERRV and given a Return Merchandise Authorization (RMA) Number. We ask that you add replacements to your next order with us.
 - l. A monthly statement will be emailed or mailed if you have an outstanding balance and/or credit. You may request a copy by emailing orders@serrv.org.
 - m. Terms may change with 30 days written notice.
- II. Customers are permitted to use the name "SERRV" in advertising or other promotion related to the sale of these products. However, the Customer cannot use the name "SERRV" in the title of their business, organization, or enterprise.
- III. In order for your organization to be exempt from sales tax charged by SERRV we'll need your State Sales & Use Tax or Resale Certificate on file prior to you placing your first order with us. Each Host is responsible for following local sales tax laws as applicable. Sales Tax is non-refundable if we do not have a valid certification on file**

SUBMIT THIS FORM:

BY EMAIL
orders@serrv.org

BY FAX
888.294.6376

BY MAIL
532 Baltimore Blvd, Ste 409, Westminster, MD 21157

CONTACT US

[email orders@serrv.org](mailto:orders@serrv.org) • phone 800.423.0071