

# Tectonics

1681 HARMON ROAD  
AUBURN HILLS, MI 48326

(248) 597-1600 TELEPHONE  
TSTRACKE@TECTONICS.COM

## APPLICATION FOR ACCOUNT

Company Name \_\_\_\_\_

Main Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Co. Established \_\_\_\_\_ No. of Locations \_\_\_\_\_ HQ or Branch \_\_\_\_\_ No. of Employees \_\_\_\_\_  
Year

BILL TO Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

SHIP TO Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Ordering Contact \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

A/P Contact \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Invoice Submission Method      Mail       Email (Preferred)

Email \_\_\_\_\_  
For Invoices & Account Notices

PO Requirement      Yes       No

Tax Exempt No. \_\_\_\_\_ Fed ID No. \_\_\_\_\_  
If Applicable, copy of Tax Exemption Form or Resale Certificate needs to be provided

**Type of Ownership:**

Sole Proprietorship  Partnership  Corporation  LLC  Other  \_\_\_\_\_

**Type of Company:**

Exhibit  Tradeshow  Outdoor  Apparel  Presentation/Meeting & Event   
POP  Home Décor  Craft  Other  \_\_\_\_\_

**Client Base:**

Agency  Automotive  Financial  Medical/Pharmaceutical   
Government  Type: \_\_\_\_\_ School K-12  College/University

**Trade References:** (Fax No. Required)

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

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

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

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

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

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

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

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

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

**CREDIT TERMS AND CONDITIONS**

- All credit applications require up to a one-week processing period. During this period, all orders submitted must be pre-paid in full.
- All invoices are payable Net 30 days from date of invoice. After 30 days, unpaid invoices are marked Past Due.
- After 60 days the account is marked delinquent and the account is placed on HOLD until outstanding balance is paid in full.
- Expenses incidental to collection including specifically, court costs, fees, expenses, and reasonable attorney's fees equal to 15% of the unpaid balance will also be charged to any account placed with our collection service.
- Monthly statements will be provided each month, if requested.
- Customers shall identify to Tectonics Industries, LLC in writing any dispute concerning an invoice within ten days of the date of the invoice.
- Orders entered, verbally or written cannot be cancelled except upon terms which will compensate Tectonics Industries, LLC for services performed before the client cancelled the job.
- Tectonics Industries, LLC reserves the right to progress bill long running jobs either at the end of each month, or between phases.
- Imaging error can occur. Tectonics Industries, LLC will gladly re-image any job that has problems due to an error on the part of Tectonics Industries, LLC. This does not include software limitations or improper setup of a job. Tectonics Industries, LLC will not be held responsible for errors in film work after final client sign-off or neglect of final sign-off. No claims will be honored after 24 hours of receipt of any work.
- Customers must return to Tectonics Industries, LLC any and all work in dispute, accompanied by written explanation. After investigation, errors on our behalf will either be corrected or credited to the client's account.
- Tectonics Industries, LLC liability for materials submitted by customers that are damaged, lost or not returned to the customer is limited to the replacement of the unused material. Original artwork is left at the client's risk and is not subject to replacement. Submitting any film, print, slide, disk, or negative to this firm for processing, printing, or other handling constitutes an agreement by you that any damages or loss by our company, subsidiary, or agents, even though due to the negligence or other fault of our company, subsidiary or agents will only entitle you to replacement with a like amount of unexposed film and processing. Except for such replacement, the acceptance of film, print, slide, disk, or negative is without other warranty or liability, and recover for any incidental or consequential damages is excluded. Dyes used in color materials, like other dyes, may change in time; these products, therefore, will not be warranted against any change in color.
- The start time of any project in production does not begin until all support files and items related to completion of the job are in house.

This agreement constitutes the entire agreement between the parties and will supersede all proposals or prior agreement, oral or written and all other communications between the parties relating to the subject matter of this agreement. If the customer issues a purchase order, memorandum, or other instrument covering the goods or services provided under this agreement, it is agreed that such document is for the Customer's internal purposes only unless it is accepted in writing by Tectonics Industries, LLC, in which case all terms and conditions contained therein which are additional to or inconsistent with the agreement will be of no force and effect. This agreement may not be varied other than in writing, executed by the duty authorized representatives of both parties. Customer acknowledges that Customer had read this agreement, understands it, and agrees to be bound by its terms and conditions.

**THIS IS NOT A PERSONAL GUARENTEE.** I hereby represent that I am authorized to submit this application on behalf of the customer named above, and that the information provided is for the purpose of obtaining credit and is warranted to be true. On behalf of the company, I agree to Tectonics Industries, LLC the standard payment terms noted above. I also understand that until three payments are made, the company is in a probationary period, or if continued untimely payments are made thereafter, may result in my credit terms being revoked. I give Tectonics Industries, LLC authorization to check the references provided on the credit application and others that become available to them or they become aware of during the credit review process and from time to time.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title