



DOWN TO EARTH DISTRIBUTORS, INC.

Practical Goods for Natural Living

PO Box 1419 • Eugene, OR 97440 • Phone: 541-485-5932 • Fax: 541-485-7141

Commercial Credit Card Account Packet

Dear New Customer,

Thank you for your interest in Down To Earth Distributors, Inc.

We sell to businesses that use our products in commercial agriculture. Our goal is to develop successful long term relationships with these types of businesses.

If you are a verifiable commercial business and would like to open a Commercial End User account with us, please return the following forms by fax to 541-485-7141 or email to sales@downtoearthdistributors.com:

- Commercial Account Sales Agreement
- Commercial End User Account Verification Form
- Copies of your Business License, Tax Exemption Form and/or State Resale Certificate
- Down To Earth Shipping Questionnaire (*Not necessary for Will-Call Customers*)

A Credit Card will need to be provided at time of order placement or you can pre-arrange to bring in payment by check if you do Will-call orders for pickup at our Eugene Warehouse.

Please let us know if you have any questions or concerns.

We hope that we will be doing business together for many years.

Sincerely,

The Staff at Down To Earth Distributors, Inc.



COMMERCIAL ACCOUNT SALES AGREEMENT

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Please talk to your Sales Representative about your payment options.

- PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY -

Doing Business As _____ Phone _____
Registered Business Name _____ Fax _____
Billing Address _____ Email _____
City, State, Zip _____ Web _____
Shipping Address _____ Buyer Contact _____
City, State, Zip _____ Buyer Email _____
Accounts Payable Contact _____ Accounts Payable Phone _____
Accounts Payable Email _____ Accounts Payable Fax _____
Date Business Established _____ Number of full-time employees _____

Form of Business

- Proprietorship Limited Liability Company
 Partnership Corporation
 Limited Liability Partnership Non-profit

Type of Business

- Farm Landscape
 Wholesale Nursery Licensed Cannabis Grower
 Florist Licensed Hemp Grower
 Other _____ Non-profit

OWNERS, PARTNERS OR CORPORATE OFFICERS

Name _____ Title _____
Name _____ Title _____
Name _____ Title _____

Has this business or any of the names above ever filed for bankruptcy? Yes No

SALES AGREEMENT (to be signed by an Owner, Partner or Corporate Officer only)

In consideration of delivery of merchandise by *Down To Earth Distributors, Inc.*, the applicant agrees, acknowledges and warrants the following:

1. The applicant and agent warrant that the information supplied is true and complete on this form.
2. Terms of sale can be cash, check or credit card, which must be specified at time of opening account. Declined credit cards or returned checks will be assessed an additional fee of \$35.00. All terms are subject to change upon notice.
3. In the event of default in the payment of any amount due, the undersigned agrees to pay all outstanding finance charges, reasonable collection costs, including agency, attorney's fees and court costs incurred. Venue of any suit shall be laid in Lane County, Oregon, United States.
4. The applicant agrees to notify *Down To Earth Distributors, Inc.*, promptly in writing of any changes in ownership of the business conducted under the account name and agrees to the liability for all charges to the business conducted under the account name unless and until *Down To Earth Distributors, Inc.* receives written notice of the change in ownership.
5. *Down To Earth Distributors, Inc.*, maintains security interest in products sold until such time as payment is received in full by *Down To Earth Distributors, Inc.*

Authorized Signature _____ Title _____ Date _____



COMMERCIAL END USER VERIFICATION FORM

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Confidential Business Information Sheet

- PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY -

Business Name/Doing Business as Name _____

Type of Commercial Business _____

Billing Address _____

City, State, Zip _____

Phone _____ **Fax** _____

Web _____ **Email** _____

Buyer Contact _____ **Buyer Email** _____

Licensing (check all that apply and attach copy of license/permit):

- | | | |
|--|--|---|
| <input type="checkbox"/> Business License | <input type="checkbox"/> Doing Business As License | <input type="checkbox"/> Florist License |
| <input type="checkbox"/> Nursery License | <input type="checkbox"/> Cannabis Grower License | <input type="checkbox"/> Landscape Contractor |
| <input type="checkbox"/> Non-Profit Tax Exempt Certificate | <input type="checkbox"/> Hemp Grower License | |

If your business is in any state other than Alaska, Oregon, Montana or New Hampshire, please provide your Tax Exemption Form or include a copy of the original certificate.

Documentation of commercial product (check at least one & provide documentation):

- Online presence at _____
- CSA (shown in website or other) _____
- Current organization membership in _____ (shown in website or other) _____
- Farm stand (attach photo)
- Other _____ Documentation _____

Using DTE products, your business produces what products or provides what services:

The tangible property described herein that the applicant shall purchase from *Down To Earth Distributors, Inc.* shall not be resold. *Down To Earth* reserves the right to revoke accounts that fail to meet the annual minimum purchase amount or are found to be in willful violation of the account terms of service (such as third party sales).

Please describe the products to be purchased _____

Authorized Signature _____ **Title** _____ **Date** _____



NAME OF BUSINESS: _____

SHIPPING QUESTIONNAIRE

Only for Common Carrier Pallet-size Orders
(Not necessary for Will-Call Customers)

Confidential Business Information Sheet

PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY

YES NO

	YES	NO
Is your shipping address in a residential neighborhood?		
Is your shipping address in a rural area?		
Does anyone live at the shipping address?		
Is there a forklift & operator at the shipping address during receiving hours?		
Is there a loading dock at the shipping address?		
Is there delivery access for a large semi-truck?		
Is the road paved?		
Is there a paved pad for unloading?		
Is there space to turn a large semi-truck?		
Is there a gate (locked or otherwise) that the delivery truck must pass through?		
Does your Receiving Department require an appointment prior to delivery? <i>Additional charges apply</i>		
Do you require a call from the freight company prior to delivery? <i>Additional charges apply</i>		
What are your receiving hours and days?		
Please list any freight company preferences (e.g. FedEx, UPS, Oak Harbor, etc.):		
List collect freight account numbers & companies:		
List any special delivery instructions: <i>Some requests may incur additional charges</i>		

YOUR SALES REPRESENTATIVE CAN DISCUSS POTENTIAL ADDITIONAL CHARGES WITH YOU

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