



DOWN TO EARTH DISTRIBUTORS, INC.

Practical Goods for Natural Living

1-800-234-5932 541-485-5932 Fax: 541-485-7141 www.DownToEarthDistributors.com
PO Box 1419, Eugene, OR 97440 3030 Judkins Road, Eugene, OR 97403

Wholesale Credit Card Account Packet

Dear New Customer,

Thank you for your interest in Down to Earth Distributors, Inc. We are a wholesale supply company that sells to businesses that resell or use our products in manufacturing or commercial agriculture. Our goal is to develop successful long term relationships with these types of businesses.

If you are a verifiable business with a valid Resale Certificate and would like to open a Wholesale account and make purchases with a credit card, please return the following forms by fax to 541-485-7141 or email to pweaver@downtoearthdistributors.com :

- Wholesale Credit Card Sales Agreement
- Resale Certificate Form
- Resale Questionnaire
- Shipping Questionnaire
- Copies of Business Licenses and Resale Certificates (N/A for States with no Sales tax)
- If Retail, photos of retail store inside and out (online screenshots or web addresses are okay for e-commerce businesses)

Credit Card payments will need to be made at time of order placement. *Please be aware that Down to Earth charges a 2% convenience fee on all payments made by credit card) You can arrange to bring in payment by check if you do Will-call orders for pickup at our Eugene Warehouse. Credit cards will not be accepted at time of pickup.

Please let us know if you have any questions or concerns. We are happy to help.

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

Sincerely,

The Staff at Down to Earth Distributors, Inc.



WHOLESALE CREDIT CARD SALES AGREEMENT

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

- 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 _____

State Business Registry# _____ Resale Certificate# _____

Date Business Established _____ Number of full-time employees _____

Form of Business

- Proprietorship
- Partnership
- Limited Liability Partnership
- Limited Liability Company
- Corporation
- Nonprofit

Type of Business

- Retailer
- Internet / E-Commerce
- Catalog
- Distributor
- Manufacturer
- Farm / Greenhouse / Nursery / Landscape

Please check all that apply

- Grocery / Natural Foods / Co-op
- Kitchen / Gourmet
- Food Service (Restaurant / Deli)
- Hardware
- Garden Center
- Hydroponics / Indoor Garden

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)

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. Credit card purchases will incur a 2% convenience fee on each net invoice total. Declined credit card charges will incur a \$35.00 fee.
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 _____



STATE RESALE CERTIFICATE FORM

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

Confidential Business Information Sheet

- PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY -

Assumed Business Name _____

Physical Address _____

The applicant and agent hereby certify that the business named above holds a valid resale certificate number issued pursuant to the Sales and Use Tax Laws of the local, state and federal governments where the business is located.

Resale Certificate# _____

Please briefly describe the business: _____

The tangible property described herein which the applicant shall purchase from *Down To Earth Distributors, Inc.*, will be resold in the form of tangible personal property. If in the event any such property is used for the purpose other than retention, demonstration or display while holding it for sale in the regular course of business, it is understood that the applicant is required by the Sales and Use Tax Laws to report and pay for the tax measured by the purchase price of such property. *Down To Earth Distributors, Inc.* will not be responsible for collecting or paying said tax.

Please describe the property to be purchased: _____

Authorized Signature _____

Title _____ Date _____

**PLEASE ATTACH COPIES OF YOUR BUSINESS LICENSE
AND RESALE CERTIFICATE**



RESALE QUESTIONNAIRE

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

Confidential Business Information Sheet

PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY

Retail Store Name _____ Phone Number _____

Buyer Name _____ Email Address _____

If you have more than one location, please attach additional addresses

Retail Store Address _____ City _____

State _____ Zip _____ Store hours & days open to the public _____

Do you have a website? _____ What is its address? _____

What type of Resale Business are you?

Grocery / Natural Foods / Co-op Kitchen / Gourmet Catalog Hydroponics / Indoor Garden

Hardware Garden Center / Farm Supply Gift Green / Eco Store Internet Sales

Other (please list) _____

Will you be reselling: Gardening products Housewares Both

Will you be selling our products online? _____

Please provide us pictures of your store. *Website address will work for online only retailers.*

Square footage of store: _____ Square footage reserved for Down To Earth products: _____

What products are you interested in carrying? _____

What is your monthly budget to stock Down To Earth products? *Please choose one.*

\$1 - \$999 \$1000 - \$2499 \$2500 - \$4999 \$5000 - \$9999 \$10,000 +



SHIPPING QUESTIONNAIRE

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

Confidential Business Information Sheet

PLEASE TYPE OR PRINT CLEARLY & FILL OUT COMPLETELY

	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 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>There may be an additional charge</i>		
Do you require a call from the freight company prior to delivery? <i>There may be an additional charge</i>		
Do you require tracking information for common carrier shipments?		
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