



Pencraft Office National Pty Ltd t/as **PENCRAFT OFFICE NATIONAL** ABN 13 099 029 268  
 56 Arthur Street,  
 FORTITUDE VALLEY QLD 4006  
 www.officenational.com.au/pencraft

Ph: (07) 3358 2155  
 Fax: (07) 3358 2110

Legal Entity Name (Company Name) \_\_\_\_\_

Trading Name \_\_\_\_\_

ABN \_\_\_\_\_ ACN \_\_\_\_\_

**Contact Details – A/c's Payable**

Postal Address \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone No \_\_\_\_\_ Fax No \_\_\_\_\_

Email Address \_\_\_\_\_

Would you like INVOICES emailed to you? YES / NO (if yes then Delivery Dockets will be with your delivery)

Email Address for Invoices \_\_\_\_\_

**Contact Details – Delivery Address**

Delivery Address \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone No \_\_\_\_\_ Fax No \_\_\_\_\_

**SPECIAL DELIVERY INSTRUCTIONS** \_\_\_\_\_

**Please advise us if you have additional sites you would like us to deliver to**

**Credit References:**

- 1 Name \_\_\_\_\_ Phone No \_\_\_\_\_  
 Email Address \_\_\_\_\_
- 2 Name \_\_\_\_\_ Phone No \_\_\_\_\_  
 Email Address \_\_\_\_\_

**TERMS**

1. The applicant applies to Pencraft Office National for a credit account.
2. If this application is accepted it is understood that all payment for goods supplied by Pencraft Office National are to be made within 30 days of the statement date.
3. Title and ownership of goods on credit shall remain with Pencraft Office National and will not pass to the customer until such time as payment (in full) is received and processed by Pencraft Office National.
4. The applicant shall notify Pencraft Office National of any change in the constitution or structure of the applicant or the sale of the business operated by the applicant and agrees that it shall continue to be liable to Pencraft Office National for any sums outstanding on the account opened on behalf of the applicant until either;
  - a. Written notice is received from the applicant that it has changed the constitution or structure or the sale of the business.
  - b. The account has been closed and full payment has been received by Pencraft Office National.
5. The applicant agrees that the terms and conditions applying to any credit account opened in the name of the applicant and the construction and interpretation of it shall be governed by the laws of the State of Queensland in force for the time being and from time to time, and the parties irrevocably submit generally and unconditionally to the jurisdiction of the Courts of Queensland in respect of claims, proceedings and matters arising out of or in respect of the said credit account.

DATED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_. SIGNATURE OF AUTHORISED PERSON: \_\_\_\_\_

NAME OF AUTHORISED SIGNATORY: \_\_\_\_\_ Position \_\_\_\_\_