

Please email completed application forms to: borthwickfoods@borthwickfoods.com.au
Or fax to: (03) 95451885

Business Name :	
Address :	
Trading Name:	ABN / ACN :

Telephone:	Facsimile:
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Mobile:	Email:
Date of Commencement of Business:	

Names and addresses of Proprietor(s) or Director(s)

Name:	Address:

Name:	Address:

Contact person Accounts Payable:	
Phone:	Facsimile:
Bankers:	Branch:

Have you ever been declared bankrupt or been a Director of any Company which has been involuntarily wound up or liquidated? Yes / No

If yes please give details

Three Business References (Name, Address & Telephone)

Delivery address and Instructions (Include any special requests)

Contact person:	Mobile:
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**PRIVACY AND CREDIT INFORMATION
PRIVACY ACT AUTHORISATIONS / AGREEMENTS**

1. I /We agree that, if it is considered relevant in assessing this application for personal credit, Borthwick Food Merchants may obtain a report about my commercial activities or commercial credit worthiness from a business which provides information about the commercial worthiness of persons.
2. I/We agree that, if it is considered relevant in assessing this application for commercial credit, Borthwick Food Merchants may obtain from a credit reporting agency, a credit report containing personal credit information about me.
3. I/We agree that, if it is considered relevant to collecting overdue payments in respect of commercial credit provided by me, Borthwick Food Merchants may receive from a credit reporting agency a credit report containing personal information about me.
4. I/We agree that Borthwick Food Merchants may give to and seek from any credit providers that may be named in a personal or commercial credit report issued by a credit reporting agency or in this application, information about my personal or commercial credit arrangements. I/We understand that this information can include any information about my credit worthiness, credit standing, credit history or credit capacity that the credit providers are allowed to give or receive from each other under the Privacy Act.

Name of Authorised Person

Title/Position

Signature of Authorised Person

Date

Terms and Conditions:

Ordering

For next day delivery, orders need to be placed by 3.00pm.

Some products may require a two day lead time. These usually are our: Gluten Free range, Sour Dough breads and made to order products. Our customer service team can advise you on those specific products that require more lead time.

There is a minimum order of \$100.00 for city and \$250.00 for local country orders. Orders under the minimum amount will incur a \$20.00 and \$60.00 delivery fuel surcharge respectively. Please contact our office for minimum order requirements for outer country Victoria.

Deliveries

We deliver to Melbourne CBD and all other Metropolitan areas Monday to Friday. Please contact our office for country order delivery days.

Pricing

Pricing is subject to change without notice. Pricing advertised is in Australian Dollars and exclusive of GST.

Trading Terms

Borthwick Foods trading terms are 14 days, except where agreement has been reached between Borthwick Foods and the customer for 30 day terms. For non-account holders or new customers, terms are COD by EFT for the first 2 weeks.

New Customer

Borthwick Foods welcomes new customers. New customers are required to complete an Application for Credit form. Credit Applications must be approved before any orders are accepted from a new customer.

Returns and Refunds Policy

Borthwick Foods encourages you to read our Return and Refunds Policy before making any purchases. We endeavour to make the best attempts at providing premium products in a full and timely delivery.

However, if you need to return, exchange or request a refund or credit for a product, please call our office as soon as you are able.

Claims for Credit

All Credit Claims must be raised within 24 hours of receipt of goods.

Drivers are not permitted to collect any return goods unless authorised by Borthwick Foods.

Special or unique products (once off special event goods) are unable to be returned for credit unless by prior agreement and/or arrangement between Borthwick Foods and the Customer, or, if there is evidence of damage, or, if there is evidence of fault of the product.

Frozen goods will only be accepted and approved for credit if:

- Borthwick Foods is notified on the day of receipt
- The product(s) remain frozen with evidence of temperature integrity provided
- There is evidence of fault of the product
- Borthwick Foods must sight faulty goods prior to the issuing of quality related credit claim, except where prior agreement has been made between Borthwick Foods and the customer, where photographed evidence will be accepted

Privacy Statement

Intellectual Property

Users, customers or suppliers must not copy, reproduce, change, adapt, publish or sell any material or trademarks contained on our website, catalogue, brochures and fliers, without prior written consent or permission from Borthwick Foods P/L.

Collection, Use and Disclosure of Information

Borthwick Foods is committed and supports the privacy of its customers. Upon the visitation to our website, your personal details are not collected in any way other than, unless you provide them to us.

Where private information is received by Borthwick Foods; Borthwick Foods primarily uses this information in order to provide a specific service requested by the customer. This information may include the customer's name, bill to or delivery address, contact telephone or fax numbers or email address.

This information may also be used to inform and notify our customers or vendors of new products available or requested, and for any additional services Borthwick Foods may offer. The customer can at any time request removal from a mailing or contact list.

Borthwick Foods will not disclose personal information to any person outside of the company unless duly authorised by the customer or vendor or, unless required by law to do so.

Office Use Only:	
Account No: _____	Approval No: _____
Terms: _____	Credit Limit: _____