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## *New Client Requirements*

Thank you for choosing Tandem Metal Products, Inc. for your sheet metal manufacturing needs. Customer satisfaction is our highest priority, so please call us anytime to let us know how we can serve you better.

### **Enclosed are some of the forms we require to set up your account.**

- 1. Resale and/or Tax Exempt Certificates*
- 2. Credit Application*
- 3. Special Shipping Instructions*

1. If the product or service that we are providing for you is for resale or exempt from sales tax, please fill out the appropriate exemption certificate. If you do not fill out a certificate and are located in the state of California, we will charge you sales tax. If you are unsure, please give us a call and we will be happy to assist you in determining your sales tax status.
2. Please complete and sign the bottom of our Credit Application and attach your standard credit reference letter.
3. Some companies prefer to use their own shipping account and provider. If so, please indicate provider and account number below.

Please fax the appropriate pages back to our office @ 858.271.6050  
or Email: [accounting@TandemMetal.com](mailto:accounting@TandemMetal.com)

***We look forward to serving you and or your company!***

Ph. 858.271.1067 Fax. 858.271.6050

*Tandem Metal Products, Inc. • 9076 Carroll Way • San Diego, CA 92121-2406*



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Application for Credit

Company Name:

Billing Address:

Shipping Address:

Phone: ( ) Fax: ( ) Fed. ID #

PRINCIPALS OF FIRM

Name: Title:

Name: Title:

Name: Title:

What does your company do?

How many check runs does your company have monthly?

Years in business? # of employees?

What % of your total sales is represented by your 3 largest customers?

Accounts payable contact name:

Direct phone: ( ) Email:

Operating as: ( ) Corporation ( ) Partnership ( ) Sole Proprietor / (State of)

Please attach a list of credit references and Resale or Tax Exempt Certificate if applicable

Bank Reference: Officer:

Address: Phone:

Account # Open Loan #

CREDIT AGREEMENT: The undersigned hereby makes application to Tandem Metal Products, Inc. for a credit amount and by doing so grants permission to Tandem Metal Products, Inc. to verify all credit information and to make all credit inquiries. All statements in this application must be complete, accurate, and truthful. Tandem Metal Products, Inc. requires that all invoices be paid within 30 days from the invoice date. There will be a 2% per month charge on all accounts past due. In the event that collection procedures or action is instituted on this account, the undersigned agrees to pay all expenses such as procedures, including reasonable attorney's fees. The undersigned warrants that the above agreement has been carefully read and understood.

Firm Name: Date:

X: Title:

(Signature)

(Print Name)

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# Resale Certificate

Name of Seller: \_\_\_\_\_

Name of Buyer/Business: \_\_\_\_\_

Address of Buyer: \_\_\_\_\_

Buyers Resale Certificate #: \_\_\_\_\_

Buyer is in the Business of: \_\_\_\_\_

Types of items purchased for Resale: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Print Name: \_\_\_\_\_ Name of person Authorized by the Buyer to Sign the Resale Certificate

Signature: \_\_\_\_\_ Signature of Authorized Agent of the Buyer

Effective Date: \_\_\_\_\_ Not to Exceed 4 years

Date Signed: \_\_\_\_\_

**RESALE CERTIFICATE MAY BE ATTACHED TO THIS WHEN COMPLETED.**

**\*RESALE CERTIFICATES MAY ALSO BE FAXED TO - 858.271.6050**

**OR EMAIL: ACCOUNTING@TANDEMMETAL.COM**

**\*\*FAILURE TO PROVIDE RESALE CERTIFICATE PRIOR TO SHIP DATE MAY RESULT IN SALES TAX\*\***

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## *FOB Definitions - Shipping Terms of Sale*

FOB, Free On Board, is a transportation term that indicates that the price for goods includes delivery at the seller's expense to a specified point no further. The FOB term is used with an identified physical location to determine **1)** the responsibility and basis for **payment of freight charges**, and **2)** the point at which title for the shipment passes from seller to buyer.

The FOB location terms, **Origin** and **Destination**, may be qualified by modifiers. The modifier determines the payment of the transportation charges. Modifiers denote nothing about the title of the goods or filing of claims. The most three common modifiers are: **Collect, Prepaid & Add**, and **Prepaid & Allow**.

- Collect**                    The carrier collects the transportation charges from the buyer.
- Prepaid & Add**            The seller prepays the transportation charges, but adds the charges to the invoice for reimbursement from the buyer.
- Prepaid & Allow**        The seller prepays the transportation charges and they are already included in the contract price.

### **TITLE AND CONTROL OF GOODS:**

#### **FOB ORIGIN**

The buyer assumes title and control of the goods the moment the carrier signs the bill of lading. The buyer assumes risk of transportation and is entitled to route the shipment. The buyer is responsible for filing claims for loss or damage.

#### **FOB DESTINATION**

The seller retains title and control of goods until they are delivered and the contract of Carriage has been completed. The seller selects the carrier and is responsible for the risk of transportation. The seller is responsible for filing claims for loss or damage.

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## Terms of Quotation

**1. Quotation not a binding offer.** This quotation does not constitute a binding offer inviting acceptance but is an invitation to place an order in accordance with the terms and conditions stated herein. All orders received by seller are subject to written acceptance by an officer of seller. Choosing single items for quote may affect pricing due to minimum material purchases, plating and setup charges.

**\*ALL QUOTES VALID FOR 5 DAYS DUE TO METAL MARKET VOLATILITY\***

**2. Formation of contract.** The terms and conditions set forth below comprise the sole terms and conditions for the sale of goods and services by seller, unless otherwise specifically provided for on the face hereof and shall apply to the exclusion of any inconsistent or additional terms and conditions in buyers order of acknowledgement. Any contract made for the sale of goods or services by seller is expressly conditional on buyer's assent to the terms and conditions stated herein. Buyer's acceptance of these terms and conditions shall be conclusively presumed by buyer's submission of a purchase order in response to this quotation.

### 3. Price

**A. Exclusions.** The quoted price does not include applicable taxes such as city, state and federal, sales, use, excise taxes, shipping charges, or any other services of work not specifically described in this quotation. All such taxes and charges shall be buyer's responsibility and may be added to the invoice as a separate and additional charge to buyer unless an appropriate exemption certificate is presented which is acceptable to seller. Seller also shall have the right at any time to separately bill buyer for any such taxes and charges that the seller may be called upon to pay, and buyer shall be obligated to reimburse seller for all such amounts.

**B. Price Increases.** The price stated on the reverse side of this quotation shall be subject to any increases in seller's cost of raw materials and components not manufactured by seller subsequent to the date of this quotation.

**4. Payment Terms.** Payment in full on all invoices is due 30 days after date of shipment. No cash discounts shall be allowed unless otherwise stated. All invoices paid via credit card will incur a 3% surcharge. All first time customers are required to prepay for initial orders.

**5. Shipping.** All shipments shall be made F.O.B. at seller's plant, unless otherwise stated.

**6. Warranty.** Seller warrants to the original buyer that equipment and parts manufactured by seller shall be free under normal use from defects in material or workmanship, except for normal wear and tear. Seller's obligation as to its warranty is limited to repair or replacement by seller, at seller's sole discretion, of those goods sold by seller to buyer, which have become defective as a result of ordinary and normal use in accordance with the designed purpose and intended application of the goods, provided that written notice of such defect is given to seller by buyer within forty-eight hours after such defect is discovered. The determination of whether a defect exists shall be made solely by seller. Buyer shall not return any goods to seller until seller has been provided a reasonable opportunity to inspect and sample the goods at the buyer's premises to determine whether a defect exists, and whether the goods should be repaired or replaced. Any shipping cost for returning defective goods shall be paid by seller.

**\*ALL RETURNED PARTS MUST HAVE A TANDEM ISSUED RMA NUMBER AND ORIGINAL LOT# INFORMATION- NO EXCEPTIONS\***

**NOTWITHSTANDING ANY OTHER PROVISION HEREIN, SELLER EXPRESSLY DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND ALSO DISCLAIMS AND EXCLUDES ALL LIABILITY FOR INCIDENTAL AND CONSEQUENTIAL DAMAGES FOR BREACH OF WARRANTY OR OF CONTRACT OR OTHERWISE.**

The warranty provided in paragraph 6 is the sole and exclusive remedy of buyer against seller.

**7. Indemnification.** Buyer agrees to indemnify and hold seller, its agents, and employees harmless from and against any and all claims or causes of action brought against seller and from any and all damages, losses, expenses, attorney's fees, costs, and liabilities sustained by seller arising out of any claimed defect in the goods and services supplied by seller and any claimed improper manufacture, design, design drawings, specifications, materials, or repairs provided by seller pursuant to this quotation. Buyer's obligation under this paragraph shall include the obligation to indemnify and hold seller harmless for seller's negligence, whether active, passive, or concurrent, in the performance of its duties and obligations pursuant to this quotation.



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- 8. Patents.** Buyer shall indemnify and hold seller, its agents, and employees, harmless from any claim of infringement of a patent, copyright, trademark, trade name, or other proprietary right, or claim of unfair trade or of unfair competition, arising out of the manufacture, sale or use of the goods sold pursuant to this quotation.
- 9. Tools and Equipment.** Unless otherwise expressly provided on the face hereof, all facilities, tools, jugs, dies, fixtures, patterns, and equipment furnished to seller by buyer to perform the contract, or for which seller has been reimbursed by buyer, shall remain the property of buyer. Seller shall maintain property damage insurance on all such property covering the period when such property is at seller's plant and shall keep such property in reasonable repair. All shipping charges for the tools and equipment described in this paragraph shall be buyer's responsibility. Risk of loss during shipment shall be on buyer. Seller and buyer agree that seller shall have a security interest in the above-described tools, jugs, dies, fixtures, patterns, and equipment that are in seller's possession, as security for payment of any sums owing from buyer to seller arising out of the contract made pursuant to this quotation. Seller shall have the right to retain possession of all such items until full payment for the goods has been made, without affecting any other rights or remedies available to seller.
- 10. Delay and failure to deliver.** Seller shall not be liable in any respect for failure to ship or for delay in shipment where such failure or delay shall have been due in whole or in part to shortage or curtailment of material, labor, transportation, or utility services, or to any labor or production difficulty in seller's plant or those of its suppliers, or to any cause beyond sellers control.
- 11. Cancellation.** In the event of cancellation by buyer:
- A.** Any items completed at time of receipt or written cancellation notice will be shipped and invoiced at the contract price.
  - B.** Work on the balance of the order will be stopped as promptly as reasonably possible and seller shall be reimbursed for all actual expenditures, commitments, liabilities, and costs, determined in accordance with good accounting practice, made or incurred with respect to such incomplete items, plus a profit of 10% on such costs, less any net recovery to seller on disposition of such items to others within a period of 45 days after the cancellation. Any items that seller can use economically to all other active orders will be restocked at 2% handling charge.
- 12. State Law.** The sale of goods and services in accordance with this quotation shall be governed in all respects by the laws of the state where shipment originated.
- 13. Jurisdiction.** Seller and buyer agree that any action arising out of the sale of goods or services in accordance with this quotation will be brought in the state of California.
- 14. Successors.** The terms of this quotation shall inure to the benefit of and be binding on the successors and assigns of the parties.
- 15. Entire Agreement.** There are no other agreements, warranties, terms, or conditions relating to the goods or services to be provided in accordance with this quotation except as contained herein.