





## Payment Terms & Conditions

P.O.Box 360656 Dallas, Tx 75336

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### Payment Remittance & Contact Information

All payments should be mailed to: Green Lake Nursery, P.O. Box 360656 Dallas, Tx 75336. All payment, account balance, and credit questions should be directed to the Accounting Department at 972-287-2322 ext 201

Melanie Elliott

[melanie@greenlakenursery.com](mailto:melanie@greenlakenursery.com)

972-287-2322 ext.201

### Acceptable Forms of Payment

If your account is COD, our drivers gladly accept Cash, Business Checks, or Cashier's Checks. Our drivers do not accept credit card numbers. We accept all major Credit Cards. Credit card payments must incur a 3% convenience fee. All credit card information is strictly confidential. A \$30 fee is charged for an NSF check.

All accounts are COD for 90 days upon establishment of account credit terms. After 90 days, credit terms may be established. If you desire credit terms, please fill out our Credit Application. If account balance exceeds credit limit during the current 30 – day credit period, payment will be required prior to the due date to bring account below the established credit limit. Account statements will be mailed/emailed monthly. Interest will be charged on balances past 30-day payment terms. If an account is determined to be delinquent due to nonpayment of account, no new orders will be accepted or delivered and payment must be made promptly. A 1.5% fee is incurred on unpaid balances. Delinquent payments within a 12-month probation period will result in terms resetting to COD.

### Required Documentation

All accounts must have a Texas Tax Identification number and or Driver's License information, Signed Texas Sales Exemption/Resale Certificate. Customer information forms must be returned to Green Lake Nursery prior to any orders being accepted.

### Payment Terms & Plans

- Net 30 – 30-day Payment Period
- Credit Card – Credit card payments upon acquisition
- Cash – Cash payment upon acquisition
- C.O.D – Cash, Card, or Check upon acquisition
- N.E.C.O.D – Cash or Card payment upon acquisition – No Exceptions
- A credit application must be completed to qualify for Net30.

\_\_\_\_\_ ***Please initial acknowledging Payment Terms & Conditions***