

PO Box 360656 Dallas, Tx 75336 972-287-2322 X 201 Fax 972-287-2373 melanie@greenlakenursery.com

#### **CREDIT APPLICATION**

In order to be considered, this application must be fully completed and signed. This document is confidential and will be used by our credit department only.

Business Name:				
Street Address				
Street Tel #	City Fax #		State	Zip
Ownership (Please circle one)	Corporation	Partnership	Proprietors	hip
Principal's Names:				
Principal's Email:				
Accounts Payable Contact Info	ormation: Name/Phone/Em	ail		
In Business Since	EIN#	<u> </u>		
	TRADE RE	FERENCES		
1. Name of Vendor Address		Contact		
Street	City email	State	· ·	
2. Name of Vendor		Contact		
Street	City email	State	•	
3. Name of VendorAddress		Contact		
Street	email	State	•	
4. Name of Vendor Address		Contact		
Street	City email	State	Zip	
Bank Reference: Name/Contact	t/Account #/Address			
Amount of Credit Requested_				
<b>Terms &amp; Conditions</b> : See Payment Terms to pay all service charges and if required business references approved by:				
PLEASE PRINT: Name:			Title:	
Signature			Date:	



# **Payment Terms & Conditions**

P.O.Box 360656 Dallas, Tx 75336

### **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 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