

Dealer Application Packet

Thank you for your interest in becoming a valued Bursma Electronic Distributing, Inc. (BURSMA) customer.

Our mission is to provide you with the best customer service, products and education in the business.

Our application process is easy. You only need to complete, sign the forms and send them to BURSMA Credit Department at Fax #616-350-9353.

- Form 1 Account Application
- Form 2 Credit Card Authorization
- Form 3 Trade References
- Form 4 Web Access Request
- All dealers who are not required to pay sales tax MUST submit a valid tax exemption certificate or we cannot process your application

Also in this packet you will find our Policies



New Dealer Application

Applying for which type of account:O	pen Account (Tredit Card/COD Account			
Apprying for which type of account.		Steart Card, COD Account			
Legal Name					
DBA					
Billing Address					
Billing AddressState		Zip			
PhoneFax	Cel	_ r			
Shipping Address					
Commercial	Residential				
City State		Zin			
CityStateState	Sales Ta	x #			
Email Address	Suids 1 u				
Type of Business (pick one)					
() Corporation	() Sole Proprietor				
Executive Officer	Name	Phone#			
Home Address CityStateZip	Home Address	StateZip			
CityStateZip	City	_StateZip			
Phone #Federal ID# Drivers License #	SS# Drivers License #	_Spouse's Name			
()Partnership	Drivers License #				
Partner #1	Partner #2				
Home Address	Home Address				
City State Zip	City	StateZip			
Phone#StateZip Drivers License #	Phone #	SS#			
Drivers License #	Drivers License #				
Account Information					
Desired Credit Line (if applying for Open Account)) \$	30 day			
Purchasing Contact: Phone	_Fax	Email			
Accts Payable Contact:Phone	Fax	Email			
Credit Agreement:					
The information contained in this application is provided for the pur	pose of obtaining or maint	aining credit with Bursma Electronic Distributing	g, Inc.		
(BURSMA). The undersigned agrees to notify BURSMA in writing of	of any changes made to inf	formation on this application. Applicant warrants	s the		
accuracy of the information in this application and any other material submitted by the undersigned and grants permission to BURSMA to contact					
consumer and commercial credit reporting agencies, bank and trade					
permission shall also extend to the personal credit history of the prin					
confidence. In consideration of credit being extended by BURSMA to the above named application for merchandise or service to be purchased					
whether applicant be an individual(s), a proprietorship, a partnership, a corporation, or other entity, the undersigned guarantor(s) each hereby contract					
and guarantee to BURSMA the faithful payment, when due, of all accounts of said applicant for the purchases made after the date of this application.					
Absent written permission by creditor, this personal guarantee may r					
payment terms granted by BURSMA. If any amount due is not paid					
the sum due, which charged shall equal the amount obtained by mult					

MUST BE SIGNED BY AN OWNER, PRINCIPAL OR CORPORATE OFFICER

month. In the event the account is turned over to an attorney or other agency for collection, or the same is collected through any judicial proceeding

Company	Name
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Date

whatsoever, the undersigned shall pay all actual collection, attorney, or court fees incurred by BURSMA.

Print Name

Signature

Social Security #

Please note that all customers who are not required to pay sales tax MUST submit a valid tax exemption certificate or we cannot process your application.



Form 2

Credit Card Authorization Form

My signature below authorizes Bursma Electronic Distributing, Inc (BURSMA) to process orders to below referenced credit card. These orders may be made by only the authorized persons listed below. Any changes of authorized persons must be made in writing to BURSMA. I hereby assume full, unconditional responsibility for making payment for all orders and agree to abide by all billing and merchandise return policies of BURSMA. Please note for all open accounts: If your account becomes delinquent, BURSMA has a right to charge the credit card on file for the balance.

	VISA	Master Card		
	Card #		Expiration Date	
	CIV/CVV #			
	Company Name			
	Name (s) of auth			
	1)			-
	2)			_
	VISA	Master Card		
	Card #		Expiration Date	
	CIV/CVV #			
	Company Name Billing Address_ Name (s) of author			
				-
	2)			
Cardholders Si	ignature:	I have read the above conditions and	Date:	
		I have read the above conditions and	hereby agree to the terms above	
Cardholders Si	ignature:		Date:	
		I have read the above conditions and	hereby agree to the terms above	



Trade References

(For Open Account application only)

	Trade Credit Ref	erences, Consu	mer Electronics	s and Affiliated Industries On	
1.	Company				
	Address				
	City		State	Zip	
	Contact Person		Acct #		
	Phone	Fax		Line of Credit	
2.	Company				
	Address				
	City		State	Zip	
	Contact Person		A	leet #	
	Phone	Fax		Line of Credit	
3.	Company				
	Address				
	City		State	Zip	
	Contact Person		A	leet #	
	Phone	Fax		Line of Credit	



Form 4

Web Access Request Form Please complete form for Login to access on-line ordering

Company I	Name	Account # Assigned by BURSMA
Auth	orized User (s)	
# 1.	Name Sales/Purchasing Accounting	
	Email Password Password recall question:	_
	(father's middle name)	_
#2.	Name Sales/Purchasing Accounting	
	Email Password Password recall question:	_
	(father's middle name)	_
	prove the above users for Bursma.com e-commerce v ase send account setup confirmation to above email a	
Signat	ure Date	

Please fax completed form to (616) 350-9353



POLICIES

Shipping

UPS small package shipping is FREE on orders \$2,000 or more that are shipped to your primary business location within the 48 contiguous states. Overweight or oversized product is excluded. Free shipping is only on standard ground shipping and does not include express 2nd day or next day shipping. BURSMA is not responsible for any damages or losses incurred from the performance of these carriers.

BURSMA trucks make regular weekly deliveries. See your Sales Professional for details.

*Shipping programs can be changed at any time without notice.

General

BURSMA adheres to our manufacturers policies regarding the resale of their products. By purchasing from BURSMA you agree to the following:

- Any products purchased from BURSMA will not be re-sold online, directly or indirectly.
- The resale of products purchased from BURSMA will follow manufacturers UPP policies.

Returns

Excluding Special Orders, Clearance and Discounted Items, all products purchased from BURSMA can be returned within 30 days of purchase.

- Any return approved after 30 days will incur a 25% restocking fee.
- Returns 90 days or older after date of sale are not accepted.
- Product returned must be in the original packaging.
- All product returns must have approval and return authorization assigned prior to shipping.
- A return authorization number will be assigned to your return by your Sales Rep.
- Return Authorization number must be clearly visible on the shipping label or your return package.

Non-Defective Units - Returned within 30 days of purchase:

- Factory sealed: Return will be accepted for credit without any restocking fees.
- Non Factory sealed: A minimum 25% restocking fee will be applied based on the condition and missing/damaged parts.

Defective Units - Returned within 30 days of purchase:

- Dealer must follow Manufacturer requirement for field contact prior to return.
- BURSMA will exchange the unit with the same or an equivalent priced model, or credit the dealer's account only if an equivalent unit cannot be exchanged. (Credit must be used for purchase and cannot be refunded).

Advanced Replacement

BURSMA offers advanced replacement for products for urgent swap out situations. Below are the requirements that must be met to take advantage of this service.

- All advanced replacements must be paid for in full prior to shipping, this includes, but is not limited to, past due and/or over credit limit terms accounts.*
- After a Return Authorization number has been issued to you, the advanced replacement product will be shipped to you based on your shipping requirement
- Once you receive the advance replacement product, you will ship your exchange product back to BURSMA in its original packaging, including all accessories.
- Once the product is received by BURSMA, we will inspect the unit and issue your refund less any restocking fees that may apply.

* Upon receipt of returned item(s), the advance replacement will be credited and the credit will be applied to the past due or over credit limit balance at the Credit Department's discretion.