**APPLICATION FOR CREDIT FACILITIES**

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| 1 Name of Company : |
| 2 Business Registration No : |
| 3 Business Address : |
| 4 Registered Address : |
| 5 Telephone No : Fax No : |
| 6 Type of Company : Sole Proprietor / Partnership / Public Limited / Private Limited |
| 7 Nature of Business : |
| 8 Date of Incorporation : |
| 9 Paid-up Capital : |
| 10 Name of Banker(s) : |
| 11 Total No. of Staff : |
| 12 Customer Credit Facilities Required |
| Credit Limit : RM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term : \_\_\_\_\_\_\_\_\_\_\_\_ Days    Expected Annual Purchase : RM \_\_\_\_\_\_­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Expected Monthly Purchase : RM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_    Remarks : |
| 13 Turnover for last 3 fiscal years |
| Year Amount     1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 14 Trade References |
| Supplier Name :  Address :    Contact Person : Tel. No :  Credit Limit : Credit Term : |
| Supplier Name :  Address :    Contact Person : Tel. No :  Credit Limit : Credit Term : |

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| 15 Please attach the following documents to support your credit application. |
| 1. Latest Memorandum & Articles of Association 2. Latest Form 49 – Particulars of Directors’ (certified and dated by Company Secretaries) 3. Latest Form 24 – Return of Allotment of shares (certified and dated by Company Secretaries) 4. Latest Audited Financial Statement |
| **TERMS AND CONDITION** |
| **Payment**   1. Payment can be made by cheques and online transfer. 2. Payment should be crossed “Account Payee” and payable to “**MARK’S FOOD SOLUTIONS SDN BHD**” 3. Payment made via cheque and online transfer is not deemed as payment unless notified to Mark’s Food Solutions Sdn Bhd and cheque is cleared. 4. All invoices shall be paid in full, without set off or deduction in any manner (except when expressly agreed in writing by Mark’s Food Solutions Sdn Bhd) on the due date specified on the invoice. No anticipation discount may be taken on invoices paid prior to their due date. 5. All invoices shall be payable by the customer within the time specified in the invoices. Late payment interest of 1.5 % per month shall be imposed for any late payment by the customer. 6. Mark’s Food Solutions Sdn Bhd reserve the right to impose a credit limit on customer (and amend such credit limit from time to time) and Mark’s Food Solutions Sdn Bhd shall be entitled to suspend deliveries of goods to customer if the amount exceeded the credit limit and credit terms. 7. All non-credit customer is required to do payment in advance before the delivery of the goods. 8. Any customer who required credit terms shall apply in writing to Mark’s Food Solutions Sdn Bhd after 1month purchased from Mark’s Food Solutions Sdn Bhd*.* Customer is required to fill in the “Credit Application and Guarantee”, forms and submit to Accounts Department for management approval. *(The company reserve the right to amend any of this credit term application at its absolute discretion)* 9. All cancellation of orders shall be communicated to Mark's Food Solutions Sdn Bhd not later than 7 working days from the schedule date of delivery of goods. Otherwise, the customer shall be liable to pay for the full sum of the order. 10. Mark’s Food Solutions Sdn Bhd shall impose Sales Tax for the product which under Sales & Services Tax (SST) governed under the government regulation.   **Disputed Invoices**   1. Any notification of a disputed invoices must be received by Mark’s Food Solutions Sdn Bhd within 7 working days of the billing date. Beyond the deadline, the bill deemed accepted by the customer. No further inquiry or report of discrepancies after expiry of the above stated period shall be entertained. 2. The undisputed amount is deemed accepted and must be paid within the credit terms. |
| **DECLARATION** |
| I, acting on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , of which I am the (designation) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby declare that the information provided in this form is true and shall undertake to promptly inform Mark’s Food Solutions Sdn Bhd of any changes to the information supplied and agree to accept the following terms and conditions :-   1. To settle all outstanding sums on or before the due dates in accordance with the terms specified hereafter in Mark’s Food Solutions Sdn Bhd’s Invoices ; 2. To agree and allow Mark’s Food Solutions Sdn Bhd at its sole discretion to charge on all overdue debts at the rate of 1.5% per month from the date the debts become overdue ; and 3. Mark’s Food Solutions Sdn Bhd has full right to determine the credit term and credit limit; cancel, revise, and suspend all credit facilities without giving any reason whatsoever and may further demand immediate payment for all outstanding sums that may be owing to us. 4. Discrepancies or errors in invoices / statements shall be notified in writing / email within 7 working days of receipt thereof, failing which we shall be deemed to accept the accuracy thereof. 5. Mark’s Food Solutions Sdn Bhd reserves the right not to proceed with delivery of goods if your Company commits any default on any of the terms of business as stated of if the amount outstanding at any time exceeds the credit term and limit granted.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature & Date Company Chop  Name : Designation : |
| ***For Internal Use Only*** |
| Approved Credit Limit :  Approved Credit Term : |
| ***Comments*** |
| R & D Department :  Signature & Date : |
| Accounts Department :  Signature & Date : |
| ***Approval By Director*** |
| Signature & Date : |