



Thank you for your inquiry about establishing credit with Wyatt-Quarles Seed Company.

Wyatt-Quarles Seed Company is a wholesale distributor of lawn and garden products serving most of North Carolina, Southern Virginia and northern South Carolina. There are seven salespeople who call on these areas to make sure our customers' needs are met.

Our clientele are lawn and garden centers and nurseries that have an established business [i.e., opened Monday - Friday during normal working hours, with full-time employees], a Federal I.D. Number, Wholesale License and a Seed License (if applicable). If you meet these requirements, we look forward to receiving the following application and one of our salespeople will be in touch with you soon.

Wyatt-Quarles Seed Company  
P.O. Box 739, Garner, NC 27529  
877-Sow Seed (769-7333) or 800-662-7591  
919-772-4243 / 919-772-4278 Fax

WQ Sales Rep # \_\_\_\_\_

Date \_\_\_\_\_

## Confidential Credit Application

### BUSINESS CONTACT INFORMATION

Company Name		Date business began	
Business Name (if different)		<input type="radio"/> Sole  <input type="radio"/> Proprietorship  <input type="radio"/> Partnership  <input type="radio"/> Corporation  <input type="radio"/> Other	
Phone			
Fax			
Email			
Mailing Address			
Street Address			
City, State ZIP Code			
Owners or Officers:			
Name		Position	
Name		Position	

Federal Tax I.D. Number:	(Enter one option below)		
Individual Social Security No.	_____ - _____ - _____	Employer Federal I.D. No.	____ - _____

Type of Business (if you fit in more than one category, indicate percentage in each):		
____ Retailer	____ Landscaper	____ Wholesale Distributor
____ Nursery	____ Landscape Maintenance	____ Government Agency
____ Greenhouse	____ Turf	____ Manufacturer
____ Other, please explain _____		

Do you pay sales tax on purchases?	
____ Yes	____ No (If No, complete Certificate of Exemption-See Page 3)
Amount of Credit Requested \$ _____	Do you require Purchase Orders? ____ Yes ____ No
Buyer Name _____	Accounts Payable Name: _____
Phone: _____	Phone: _____

## BUSINESS / TRADE REFERENCES

Company Name		Phone	
Address		Fax	
City, State ZIP Code		Email	
Type of account		Other	
Company Name		Phone	
Address		Fax	
City, State ZIP Code		Email	
Type of account		Other	
Company Name		Phone	
Address		Fax	
City, State ZIP Code		Email	
Type of account		Other	
Company name		Phone	
Address		Fax	
City, State ZIP Code		Email	
Type of Account		Other	

I agree to comply with the credit terms of Wyatt-Quarles Seed Company and the conditions of sale and will pay any and all penalty charges on past due amounts. I realize these charges are a penalty for late payment and not an offer of financing. In consideration of any credit extended, I (we, or either of us) will individually and/or jointly guarantee full and prompt payment at maturity of all invoices that Wyatt-Quarles Seed Company renders for merchandise furnished; and such guarantee shall remain in force until its revocation is acknowledged in writing. In the event attorney fees or other collection expenses are incurred in the collection of my account, I agree to pay said fees and expenses. I hereby grant permission to those listed as bank and trade references above to release information to Wyatt-Quarles Seed Company as required to establish commercial credit.

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
*(Must be signed by an owner or an officer)*

# E-595E Streamlined Sales and Use Tax Certificate of Exemption

Do not send this form to the Streamlined Sales Tax Governing Board or the NC Department of Revenue. Send the completed form to the seller and keep a copy for your records. This is a multi-state form for use in the states listed. Not all states allow all exemptions listed on this form. The purchaser is responsible for ensuring it is eligible for the exemption in the state it is claiming the tax exemption from. Check with the state for exemption information and requirements. The purchaser is liable for any tax and interest, and possible civil and criminal penalties imposed by the state, if the purchaser is not eligible to claim this exemption.

**1** ☐ Check if this certificate is for a single purchase. Enter the related invoice/purchase order # \_\_\_\_\_

**2** A. Purchaser's name \_\_\_\_\_

B. Business address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ Zip code \_\_\_\_\_

C. Name of seller from whom you are purchasing, leasing, or renting \_\_\_\_\_

D. Seller's address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ Zip code \_\_\_\_\_

**3** Purchaser's type of business. Check the number that describes your business.

- |  |  |
|--|--|
| <input type="checkbox"/> 01 Accommodation and food services              | <input type="checkbox"/> 11 Transportation and warehousing     |
| <input type="checkbox"/> 02 Agricultural, forestry, fishing, and hunting | <input type="checkbox"/> 12 Utilities                          |
| <input type="checkbox"/> 03 Construction                                 | <input type="checkbox"/> 13 Wholesale trade                    |
| <input type="checkbox"/> 04 Finance and insurance                        | <input type="checkbox"/> 14 Business services                  |
| <input type="checkbox"/> 05 Information, publishing, and communications  | <input type="checkbox"/> 15 Professional services              |
| <input type="checkbox"/> 06 Manufacturing                                | <input type="checkbox"/> 16 Education and health-care services |
| <input type="checkbox"/> 07 Mining                                       | <input type="checkbox"/> 17 Nonprofit organization             |
| <input type="checkbox"/> 08 Real estate                                  | <input type="checkbox"/> 18 Government                         |
| <input type="checkbox"/> 09 Rental and leasing                           | <input type="checkbox"/> 19 Not a business                     |
| <input type="checkbox"/> 10 Retail trade                                 | <input type="checkbox"/> 20 Other (explain) _____              |

**4** Reason for exemption. Check the letter that identifies the reason for the exemption.

- |  |  |
|--|--|
| <input type="checkbox"/> A Federal government (department) _____ | <input type="checkbox"/> H Agricultural production # _____             |
| <input type="checkbox"/> B State _____ government (name) _____   | <input type="checkbox"/> I Industrial production/manufacturing # _____ |
| <input type="checkbox"/> C Tribal government (name) _____        | <input type="checkbox"/> J Direct pay permit # _____                   |
| <input type="checkbox"/> D Foreign diplomat # _____              | <input type="checkbox"/> K Direct mail # _____                         |
| <input type="checkbox"/> G Resale # _____                        | <input type="checkbox"/> L Other (explain) _____                       |

**5** Identification (ID) number. Enter the ID number as required in the instructions for each state in which you are claiming an exemption. If claiming multiple exemption reasons, enter the letters identifying each reason as listed in Section 4 for each state.

ID Number	State/Country	Reason	ID Number	State/Country	Reason
AR	_____	_____	NV	_____	_____
GA	_____	_____	OH	_____	_____
IA	_____	_____	OK	_____	_____
IN	_____	_____	RI	_____	_____
KS	_____	_____	SD	_____	_____
KY	_____	_____	TN	_____	_____
MI	_____	_____	UT	_____	_____
MN	_____	_____	VT	_____	_____
NC	_____	_____	WA	_____	_____
ND	_____	_____	WI	_____	_____
NE	_____	_____	WV	_____	_____
NJ	_____	_____	WY	_____	_____

**6** Sign and Date. I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Signature of authorized purchaser \_\_\_\_\_ Print name here \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_

## Wyatt-Quarles Terms and Conditions

**Must be signed by an owner or an officer.**

I agree to all terms listed below. \_\_\_\_\_  
(Signature) (Title)

Business Name \_\_\_\_\_ Date \_\_\_\_\_

### Payment Terms

1. **General Terms** - *Unless otherwise shown on invoice, terms are net the 10th day of the month following invoice date; past due 11th.* If a future due date is shown on the invoice, it is due and discountable on or before that date; net the following day. Please pay by invoice number to avoid any confusion in the handling of your account.
2. **Discounts** - all trade discounts will be shown on the invoice and are already deducted in the extended total. All cash discounts shown may be taken if paid by the 10th day of the month following invoice, or by a future due date if shown on invoice. Anticipation discount - ¼% per month.
3. **Past Due Balances** - invoices which are not paid by the 10th day of the month following invoice date will incur a 1½% per month service charge (18% per annum), and this charge will appear on the statement for that month.
4. **C.O.D.** - accounts with balances not paid by the last day of the month in which they were due will automatically be put on C.O.D. status. Until payment arrangements are made, at least 25% of the past due balance will be added to each C.O.D. shipment. New accounts which have not established credit with us will be shipped on a C.O.D. basis until credit can be established.
5. **NSF Checks** - \$35.00 fee on each returned check.
6. **Credit / Debit Cards** - VISA, MasterCard and Discover, accepted. A 3% surcharge will be added to all credit / debit card sales.

### Delivery Terms and Schedules

1. **Minimum Orders** - \$500.00 minimum order. On orders for \$500.00 or more delivered on Wyatt-Quarles trucks, a delivery surcharge will be added to your invoice.
2. **Orders Below Minimum** - orders for less than \$500.00 will be shipped by mail, UPS or motor freight, and the freight charges **and any delivery surcharges** will be added to your invoice. If shipped on W-Q truck, there will be a \$50.00 delivery surcharge.
3. **Orders Needed Before Scheduled Delivery** - orders needed before scheduled delivery date may be picked up at our warehouse or we will ship it by mail, UPS or motor freight and the freight charges and fuel surcharges will be collect or will be added to your invoice.
4. **Orders Must Be Received by 10:30 A.M.** - orders must be received by 10:30 a.m. on the day before delivery to insure that it gets on the truck.
5. **Delivery Schedule** - a delivery schedule for the calendar year is available from your W-Q salesman or you may contact W-Q for a copy. We will strive to stick to the schedule as closely as possible, but during the busy season, please allow 1 or 2 days for possible delays.
6. **Bulk Items** - we reserve the right to adjust quantities on bulk items such as lime, peat moss, potting soil, cow manure, etc., so that our trucks will not be overloaded.
7. **Delivery Surcharges** - *as fuel prices rise, it may become necessary for us to add a delivery surcharge to each delivery on our trucks. Any surcharges added to drop shipments by our suppliers will be included on your invoice.*

### Returned Goods and Credits

1. **Defective Goods** - items which are defective may be returned to us for full credit.
2. **Items Shipped in Error** - items which we ship in error may be returned to us for full credit.
3. **Overstocks and Buyer Errors** - merchandise returned due to buying error, overstock or other buyers mistakes, must be in good, clean, saleable condition and such returns must be approved by our home office, and are subject to a 15% restocking charge.
4. **Direct Shipments or Motor Freight Shipments** - all claims for damages on shipments made by a carrier other than W-Q must be made with the delivering carrier.
5. **Returns** - must be written by W-Q salesman on W-Q pick-up form.
6. **Special Orders** - Any non-stocking items ordered **cannot** be returned to W-Q.

All terms and conditions are subject to change without notice. Great effort was made to avoid typographical errors; however, they do occur and cannot be honored.