



Trade Credit Account Application

This application form is for completion by trade customers who would like to open a 30-day credit account with ToneTel telecom for the purposes of utilising our onsite and/or remote technical support and installation services.

The completed form can be returned by Fax or by Email. If you are unable to complete any section of this form then leave that section blank or add your own comments as required. Forms that are not fully completed may cause a delay in your application.

Return the completed form to:

FAX: **08709 745 503**

EMAIL: engineers@tonetel.co.uk

1. Company Details

Company Name	<input type="text"/>
Company Address	<input type="text"/> <input type="text"/> <input type="text"/>
Main Telephone Number	<input type="text"/>
Company Website Address	<input type="text"/>
Type of Company	<input type="text"/> (i.e. Limited Company, Sole Trader etc)
How Many Years Trading	<input type="text"/>
Company Reg Number	<input type="text"/> (if applicable)
VAT Number	<input type="text"/> (if applicable)

2. Trade Reference

Contact Name	<input type="text"/>
Company Name	<input type="text"/>
Telephone Number	<input type="text"/>
Email Address	<input type="text"/>

3. Named Contacts

Please provide names and contact details of persons in your organisation who will be involved in jobs/projects carried out by ToneTel telecom engineers.
If you need to pass us additional contact names or details, please do so on a separate sheet of paper or by email.

Name of Contact 1	
Telephone Number(s)	
Email Address	
Name of Contact 2	
Telephone Number(s)	
Email Address	

4. Invoicing Details

Accounts Contact Name	
Accounts Tel Number	
Accounts Fax Number	
Accounts Email Address	
Preferred Method of Receiving Invoices	<i>(Email or Post)</i>
Invoicing Address (if different from Company Address in section. 1)	

5. Service Provision Questions

How should ToneTel engineers represent themselves to your customers ?	
Are ToneTel engineers to wear branded ToneTel uniform or non-branded workwear ?	

I/We hereby apply to open a trade account with ToneTel telecom and declare that all information provided is complete and accurate.
I/We agree to ToneTel telecom payment terms of 30 days from invoice date and understand that cancelled appointments with less than 24-hours notice may be subject to a late-notice cancellation charge not exceeding £100.00

6. Authorised Signature

Your Name		Signature	Sign here
Date			