

NOTE: This Form is designed to be completed on a computer/laptop. You may experience compatibility issues if you try to complete this on a tablet/mobile phone.

GENERAL CUSTOMER INFORMATION								
NAME AND BUSINESS ADDRESS POST CODE PHONE No. MOBILE No. E-MAIL ADDRESS	ARE YOU A LIMITED COMPANY? (Enter YES or NO)							
	REGISTERED OFFICE ADDRESS <i>(Limited Companies)</i> or PRIVATE ADDRESS <i>(Sole Traders/Non-Limited Entities)</i>							
COMPANY REGISTRATION No. <i>(Limited Companies)</i> or VAT REGISTRATION No. <i>(Sole Traders/Non-Limited Entities)</i>								
HOW LONG ESTABLISHED?	NATURE OF BUSINESS	NUMBER OF EMPLOYEES						
TYPE OF PREMISES <i>(Home/Shop/Warehouse/Site Office etc.)</i>	IF PRIVATE ADDRESS, PROVIDE THE FOLLOWING DETAILS <table style="width: 100%;"> <tr> <td style="border: 1px solid black; width: 70%;">OWNER OF PREMISES</td> <td style="width: 5%;"><input type="checkbox"/></td> <td style="width: 25%;">OWNER OCCUPIED</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td>RENTED</td> </tr> </table>		OWNER OF PREMISES	<input type="checkbox"/>	OWNER OCCUPIED		<input type="checkbox"/>	RENTED
OWNER OF PREMISES	<input type="checkbox"/>	OWNER OCCUPIED						
	<input type="checkbox"/>	RENTED						
IF YOU ARE PART OF A GROUP OF COMPANIES, A SUBSIDIARY OR ASSOCIATED WITH ANY OTHER COMPANY, PLEASE PROVIDE DETAILS								
IF YOU ALREADY HAVE, OR HAVE PREVIOUSLY HELD, A TRADING ACCOUNT WITH ANY OTHER BRANCH OF ELECTRIC CENTER, PLEASE PROVIDE DETAILS								
HOW MUCH CREDIT DO YOU REQUIRE? £ PER MONTH	DO YOU REQUIRE A MONTHLY STATEMENT? (Enter YES or NO)							
ADDRESS FROM WHICH THE ACCOUNT WILL BE PAID <i>(If different from the General Customer Information section above)</i> POST CODE PHONE No. MOBILE No. E-MAIL ADDRESS <i>(To which statements will be sent)</i> NAME OF CONTACT	ADDRESS TO WHICH INVOICES SHOULD BE SENT <i>(If different from the General Customer Information section above)</i> POST CODE PHONE No. MOBILE No. E-MAIL ADDRESS <i>(To which Invoices will be sent)</i> NAME OF CONTACT							
PLEASE PROVIDE NAMES AND ADDRESSES OF TWO TRADE REFERENCES								
NAME ADDRESS POST CODE	NAME ADDRESS POST CODE							

DIRECTOR DETAILS AND AUTHORISATION *(Please print to sign)*

NAMES AND HOME ADDRESSES OF DIRECTORS OR PARTNERS
(Please state if none. All directors/partners listed must sign. If at present address for less than two years, also provide previous address).

A	B	C
POSTCODE DATE OF BIRTH	POSTCODE DATE OF BIRTH	POSTCODE DATE OF BIRTH
SIGNATURE	SIGNATURE	SIGNATURE

I/We apply to open a credit account with Electric Center.

I/We understand that your credit terms are that payment is due promptly at the end of the month following the date of invoice and that, if granted credit, I/We agree to pay in accordance with these terms. I/We also acknowledge and accept the Terms of Business: www.electric-center.co.uk/terms-conditions.

Electric Center shall use the information in this application for credit assessment purposes, which will include any appropriate credit check(s) to facilitate the opening of the credit account. The following should be noted:

- A credit check with a credit agency, including ID verification, may form part of this process and any ongoing checks undertaken whilst the credit account is maintained.
- The credit reference agency will record any checks made.
- Such credit checks may relate to any director of the company where this application is made on behalf of a limited company.

Electric Center is a trading name of Edmundson Electrical Ltd.

NAME	STATE YOUR POSITION IN THE COMPANY	DATE OF BIRTH
SIGN HERE		DATE

I/We, as applicant, declare that the information I/We have provided on this form is correct and complete and I/We consent to its collection, retention and utilisation by you as provided for in the Information Notice below.

INFORMATION NOTICE

By signing this form, you acknowledge that we can use the information provided in a number of ways, for example:

- To provide quotations, sales orders and sales invoices
- Monitoring business
- Administering the credit account, including recording of conversations when taking payment and sending statements

We will collect information which is legally required but we will not collect any personal data from you that we do not need. We have Data Protection procedures in place to oversee the effective and secure processing of your personal data. All the personal data we collect, whether this is retained in paper files or on computer systems, is processed in the UK. More information on this framework can be found on our website.

If you require access to information that the Company holds on you, you must make a formal Subject Access Request to the Company. There is no charge* for the provision of this information. The Company may withhold certain information which is exempt from the right of Subject Access. If at any point you believe the information we process on you is incorrect you can request to see this information and have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact us to have the matter investigated, by sending an email to sar@eel.co.uk.

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law you can complain to the Information Commissioner's Office.

* The law allows a charge to be applied when the request is unfounded, excessive or if further copies of the information are required. The charge will be based on the administrative cost of the information provided.

OFFICE USE ONLY

BRANCH MANAGER	DATE
COMMENTS	