

CREDIT APPLICATION GUIDELINES

**Please review the following guidelines for completing our credit application.
Adhering to these guidelines will expedite the processing of your application.**

1. YOUR company must be in business for at least 1 year.
2. You must sign and date both the Credit Application and the Commercial Accounts Payable Contract
3. Provide 4 current “Trade/Supplier” references with credit limits to support the amount of credit you are requesting from Art Laminating & Finishing. (Current = Sales activity within the last six months) Only 1 Paper Company may be used as a reference.
4. Include phone and fax numbers for all references.
5. We do not consider the following as a “Trade/Supplier”
 - a. Financing or Leasing agents
 - b. Utility Companies
 - c. Media References (Radio, Newspaper, Internet)
 - d. Credit Card Companies
 - e. Freight Companies

Thank you for taking the time to review these guidelines before completing the application. The credit process typically takes 4-5 business days. You will be notified when a decision is reached.

If you have any questions, please call Dana Ragan at (404) 355-4410 Ext. 302

ART LAMINATING & FINISHING, LLC 1401 MARIETTA BLVD. ATLANTA, GA 30318

1-800- 554-3867 404-355-4410 Fax 404-352-4420

APPLICATION FOR CREDIT

COMPANY NAME		PHONE	FAX	CORPORATION INDIVIDUAL PARTNERSHIP
STREET ADDRESS			TYPE OF BUSINESS	DATE ESTABLISHED
CITY	COUNTY	STATE	ZIP	

PRINCIPALS

NAME		ADDRESS		
NAME		ADDRESS		
NAME		ADDRESS		
CREDIT LIMIT DESIRED	P.O. REQUIRED	SALES TAX EXEMPT		SALES TAX # (MUST SUBMIT COPY OF CERTIFICATE)
	YES NO	YES	NO	

TRADE REFERENCES

APPLICATIONS WITH INCOMPLETE ADDRESSES WILL NOT BE PROCESSED

NAME	ADDRESS	ACCOUNT #	FAX
			PHONE
NAME	ADDRESS	ACCOUNT #	FAX
			PHONE
NAME	ADDRESS	ACCOUNT #	FAX
			PHONE
NAME	ADDRESS	ACCOUNT #	FAX
			PHONE

BANKS

NAME	CONTACT	ACCOUNT #	FAX
			PHONE
NAME	CONTACT	ACCOUNT #	FAX
			PHONE

CREDIT TERMS

1) In business minimum of 1 year	2) Established credit references	3) No charges under \$25.00	4) No individual credit accounts
5) You have signed the Accounts Payable Contract and agreed to our Terms and Conditions of sale	6) Our terms are Net 30 Days	7) accounts consistently slow will be placed on C.O.D.	8) Amounts not paid within terms will be subject to a service charge of 1 1/2% per month (18% A.P.R.)
CONTROLLER (NAME)		ACCOUNTS PAYABLE (NAME)	
SIGNATURE*		TITLE	DATE

* MUST BE SIGNED BY OWNER, PARTNER OR AUTHORIZED OFFICER OF CORPORATION

PLEASE FAX TO 404-352-4420

COMMERCIAL ACCOUNTS PAYABLE CONTRACT

This Commercial Accounts Payable Contract, together with the attached Terms and Conditions which are incorporated herein by reference, form an agreement (this "Agreement") between the undersigned applicant ("Applicant") and Art Laminating & Finishing, LLC.

The information in the Credit Application is provided for the purpose of obtaining credit and is warranted by the Applicant to be true. Applicant hereby authorizes Art Laminating & Finishing, LLC to investigate and obtain credit and financial information concerning Applicant at any time and from any source. All credit references (i.e. suppliers, banks, etc.) are hereby given permission to provide Art Laminating & Finishing, LLC with any information that Art Laminating & Finishing, LLC requests, not only at this time, but from time to time as Art Laminating & Finishing, LLC deems appropriate.

Art Laminating & Finishing, LLC's standard payment terms are Net 30 days from date of invoice. A service charge of 1.5% per month (18% per year), or \$3.00 (whichever is greater) will be charged against any commercial account more than thirty (30) days past due. If legal action is taken to enforce or intercept the terms hereof, or otherwise to obtain payment from Applicant, Applicant agrees to pay attorney's fees not to exceed twenty-five percent (25%) of balance owed as well as court costs and any other collection expenses incurred. Applicant hereby waives trial by jury and the right thereto in any action or proceeding arising out of, under or by reason of this Agreement or any assignment or transaction hereunder. Applicant's contractual relationship with Art Laminating & Finishing, LLC constitutes an agreement made in the State of Georgia and is governed by the laws of the State of Georgia. At Art Laminating & Finishing, LLC's election, any action arising from this Agreement may be litigated in the State of Georgia, and Applicant, by issuance of an oral or written purchase order or job authorization, consents to the jurisdiction of any local, state or federal court located in the State of Georgia. Applicant recognizes that any credit extended may be reduced or terminated at any time by Art Laminating & Finishing, LLC, and said actions are solely within the discretion of Art Laminating & Finishing, LLC. This Agreement does not guarantee or entitle Applicant to any initial or continued extension of credit. Applicant represents and warrants that any credit extended is being extended in connection with a commercial transaction only, and not in connection with any non-business, personal, family, or household purposes. Claims for defects, damages, theft, or shortages from any cause must be made by Applicant in writing within ten (10) days after goods are delivered. Failure to make any such claim within the stated period shall constitute irrevocable acceptance and an admission that the goods delivered fully comply with all applicable terms, conditions and specifications. Under no circumstances shall Applicant be entitled to damages in excess of the replacement cost for any goods for which a claim is made, or to special or consequential damages, including profits (or profits lost).

Furthermore, Applicant hereby authorizes and empowers any attorney of any Court of Record within the United States to appear for Applicant in any Court in one or more proceedings, or before any Clerk thereof, and to confess judgment against Applicant, without prior notice or opportunity for a prior hearing, in favor of Art Laminating & Finishing, LLC, or its assigns or successors in interest, for any sums owed to Art Laminating & Finishing, LLC, plus accrued interest, costs of suit and attorneys' fees as stated herein. Applicant hereby waives all rights to stay of execution on said judgment, as well as any demand of presentment for payment, notice of dishonor, protest, notice and trial by jury. As security for payment of any sum due or to become due, Applicant grants a security interest in the work and goods on which Art Laminating & Finishing, LLC performs services, and proceeds of such work or goods, and in any account and proceeds generated in connection with Art Laminating & Finishing, LLC's work or goods for Applicant. Art Laminating & Finishing, LLC shall have the right to retain possession of and shall have a lien on all Applicant property in Art Laminating & Finishing, LLC's possession including work in process and finished work. Applicant authorizes Art Laminating & Finishing, LLC to file a financing statement to evidence such security interest. The extension of credit or the acceptance of notes, trade acceptances or guarantees of payment shall not affect such security interest and lien.

THIS AGREEMENT MUST BE SIGNED BY AN OFFICER OR OTHER AUTHORIZED PERSON

Your signature acknowledges your review and acceptance of this Agreement, including the attached Terms and Conditions incorporated herein by reference, and you further acknowledge that this Agreement governs all current and future commercial transactions with Art Laminating & Finishing, LLC, and that this Agreement shall continue until cancelled in writing by Art Laminating & Finishing, LLC or by Applicant. Both parties agree to provide at least 90 days written notice of cancellation before said cancellation becomes effective.

Signature _____

Title _____

Print Name _____

Date _____

ALL ORDERS PLACED BY APPLICANT ARE SUBJECT TO THESE TERMS AND CONDITIONS. ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY APPLICANT ARE HEREBY REJECTED UNLESS EXPRESSLY CONSENTED TO IN WRITING BY AN OFFICER OF ART LAMINATING & FINISHING, LLC.

TERMS AND CONDITIONS

These Terms and Conditions, together with the Credit Application and Commercial Accounts Payable Contract to which these Terms and Conditions are attached, form an agreement (the "Agreement") between the above credit applicant ("Applicant") and Art Laminating & Finishing, LLC.

1. Quotations. All quotations and price estimates are automatically withdrawn if not accepted within 30 calendar days.
2. Accuracy of Specifications. All quotations and price estimates are subject to the accuracy of the specifications provided by Applicant. Art Laminating & Finishing, LLC reserves the right to re-quote or re-estimate any order at the time of submission if input materials do not conform to the information on which the original quotation or price estimate was based.
3. Orders. Acceptance of orders is subject to credit approval and contingencies such as fire, water, strikes, theft, vandalism, acts of God, and other causes beyond Art Laminating & Finishing, LLC' control. Canceled orders require compensation for any incurred costs.
4. Preparatory Material. Any artwork, plates, positives, tapes, disks, dies, die lines, rule-ups, dummies, and all other creative work produced by Art Laminating & Finishing, LLC in the course of completing Applicant's orders shall be the exclusive property of Art Laminating & Finishing, LLC and shall remain in Art Laminating & Finishing, LLC' sole possession following completion and delivery of Applicant's order.
5. Electronic Manuscripts/Images. It is Applicant's responsibility to maintain a copy of the original file. Art Laminating & Finishing, LLC is not responsible for accidental damage to the media supplied by Applicant or for the accuracy of furnished input of final input. Until digital input can be evaluated by Art Laminating & Finishing, LLC, no claims or promises are made about Art Laminating & Finishing, LLC' ability to work with jobs submitted in digital format, and no liability is assumed by Art Laminating & Finishing, LLC for problems that may arise. Any additional translating, editing or programming needed to utilize Applicant-supplied files will be charged at prevailing rates.
6. Applicant's Property. Art Laminating & Finishing, LLC's liability (if any) for property belonging to Applicant while the property is in Art Laminating & Finishing, LLC's possession will not exceed the amount recoverable from Art Laminating & Finishing, LLC's property insurance. Additional insurance coverage may be obtained if requested in writing and if any necessary premium is paid by Applicant to Art Laminating & Finishing, LLC.
7. Delivery; Storage; Risk of Loss. Unless otherwise specified, the price quoted or estimated does not include any shipping or delivery charges, nor does it include storage; it is F.O.B. Art Laminating & Finishing, LLC's platform. All quotations and price estimates are based on continuous and uninterrupted delivery of the complete order. Charges for delivery of materials and supplies from Applicant to Art Laminating & Finishing, LLC or from Applicant's supplier to Art Laminating & Finishing, LLC are not included in Art Laminating & Finishing, LLC's quotations or price estimates unless specified in writing. Title for finished work and any risk of loss passes from Art Laminating & Finishing, LLC to Applicant upon delivery to the carrier at the shipping point or upon mailing of invoices for the finished work or a portion thereof, whichever occurs first. Art Laminating & Finishing, LLC will retain intermediate materials used until the related end product has been accepted by Applicant. If requested by Applicant, intermediate materials may be stored for an additional period at an additional charge. Art Laminating & Finishing, LLC is not liable for any loss or damage to stored material beyond what is recoverable by Art Laminating & Finishing, LLC's fire and extended insurance coverage.
8. Production Schedules. Production schedules will be established by Art Laminating & Finishing, LLC and followed by Applicant and Art Laminating & Finishing, LLC. There will be no liability or penalty (imposed upon Art Laminating & Finishing, LLC) for delays due to a state of war, riot, civil disorder, fire, strikes, accidents, action of government or civil authority, acts of God, or other cases beyond the control of Art Laminating & Finishing, LLC. In such cases, schedules will be extended by an amount of time equal to the delay incurred.
9. Disclaimer of Warranties. ART LAMINATING & FINISHING, LLC MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, UNLESS OTHERWISE EXPRESSLY APPROVED IN WRITING BY AN OFFICER OF ART LAMINATING & FINISHING, LLC. ART LAMINATING & FINISHING, LLC FURTHER MAKES NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR PARTICULAR PURPOSE ON ANY GOODS, COMPONENT PARTS, OR MATERIALS.

10. Indemnification. Applicant agrees to protect Art Laminating & Finishing, LLC from economic loss and any other harmful consequences that might arise in connection with the work. This means Applicant shall indemnify and hold harmless Art Laminating & Finishing, LLC from any and all liability, loss, cost, expense and damages (including attorney's fees) on account of any and all manner of claims, demands, actions and proceedings arising out of work performed by Art Laminating & Finishing, LLC for or on behalf of Applicant. Applicant agrees to, at Applicant's own expense, promptly defend and continue the defense of any such claim, demand, action or proceeding that may be brought against Art Laminating & Finishing, LLC. This provision shall remain in full force and effect notwithstanding the fact that Applicant and Art Laminating & Finishing, LLC discontinue doing business with each other.
11. Copyrights. Applicant warrants that the subject matter to be printed is not copyrighted by a third party and that no copyright notice has been removed from any material used in preparing the subject matter for the reproduction. To support these warranties, Applicant agrees to indemnify and hold Art Laminating & Finishing, LLC harmless for all liability, damages, and attorney fees that may be incurred in any legal action connected with copyright infringement involving the work produced or provided.
12. Taxes. All applicable sales, use and other Federal, State and local taxes and filing fees are to be paid by Applicant, or, if paid by Art Laminating & Finishing, LLC, may be added to invoice(s) rendered to Applicant or invoiced separately, and Applicant shall be obligated to pay them in accordance with invoice payment terms. If Applicant fails to make payment therefor and/or to file a return, Art Laminating & Finishing, LLC is hereby appointed as Applicant's attorney-in-fact for the purposes of having the right to file a return and/or to make payment of the tax and/or filing fees and the amount so paid shall become immediately due and payable by Applicant to Art Laminating & Finishing, LLC and shall be in addition to any other monies due and payable by Applicant to Art Laminating & Finishing, LLC.