

## Trade Account Application Form

Basic Details	
Name on which account need to be operated. Fill in CAPITAL letters.	
<b>Name:</b>	
Complete street address. Fill in CAPITAL letters	
<b>Address:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Pin Code:</b>	
Telephone number with country code. Eg. +91 40 40307500	
<b>Telephone:</b>	
<b>Mobile:</b>	
<b>Fax:</b>	
<b>E-Mail:</b>	
Legal Owner	
<b>Name:</b>	
<b>Address:</b>	
Authorised Person(s) to operate the Account	
Name and signature of person 1	
<b>Name:</b>	
<b>Signature:</b>	
Name and signature of person 2	
<b>Name:</b>	
<b>Signature:</b>	

## Shipping Preferences

<b>Name:</b>	Preferred Transporter: Name																			
<b>Address:</b>	Preferred Transporter: Address																			
<b>Contact:</b>	Transporter: Contact person																			
<b>Telephone:</b>	Transporter's telephone number with country code. Eg. +91 40 40307500																			
	Other details if available																			
<b>Mobile:</b>																				
<b>Fax:</b>																				
<b>E-Mail:</b>																				
<b>Freight:</b>	Paid: <input type="checkbox"/>										To Pay: <input type="checkbox"/>									
<b>Through Bank:</b>	Can we send consignments Through Bank?																			
	Yes: <input type="checkbox"/>										No: <input type="checkbox"/>									
<p>If 'No', please furnish a <u>recommendation letter</u><sup>#1</sup> from a person holding higher responsibility.          If 'Yes', please furnish a <u>letter from your Bank</u><sup>#1</sup>. And Fill in below details of Bank</p>																				
<b>Bank:</b>																				
<b>Address:</b>																				
<b>Account No:</b>																				
<b>Name:</b>																				

## Account Continuity

Your expected Annual Turnover and Estimated Monthly Purchase from <b>OM Books Distribution</b> .																				
<b>Turnover:</b>																				
<b>Purchase:</b>																				

## Declaration

I / We have read and understood the Terms & Conditions to open and run a Trade Account with **OM Books Distribution**. I / we hereby agree to abide by the rules as prescribed by the company.

Name & designation  
(with office seal)

\_\_\_\_\_  
Signature

Date: DD/MM/YYYY

**#1:** Please submit the letter in reference along with this application form.

## **Terms and Conditions to Open a Trade Account**

Eligibility: Bookshops, Book Agents, Bible College Libraries, Bookstores, Churches, Christian Organizations, Professional institutes, Schools/Colleges

1. The Initial order value should be Rs.15,000/- net and above.
2. On Imported Books, Bibles and on Authentic Books & Music 35% trade discount will be given.
3. The Books published in India by other publishers will carry lesser discount as per the discount we receive from them.
4. The trade discount is not applicable in any of OM Books retail book shops in India. It is only valid with the distribution Division.
5. The trade discount is the matter of confidentiality, hence should not be disclosed to others.
6. Only authorized person holding the trade account are allowed to operate the account.
7. To keep the trade account active and running, a minimum purchase of Rs.15,000/- should be made in a year.
8. Packing and forwarding will be charged extra @ Rs.60/- Per box which will be covered with gunny. Each of these boxes contains 50 to 70 paperback books.
9. Books can be sent either by registered post (Postage will be charged) or by Road Transport. "Freight to Pay". In case of export it will either Sea or Air.
10. All orders should accompany payment by demand draft or Money orders in favour of **OM BOOKS FOUNDATION – DISTRIBUTION** payable at Secunderabad.
11. Every package should be examined immediately on receipt and any damage or shortage should be claimed from the carriers.
12. Any claim from **OM Books Distribution** in terms of shortage or damaged books etc., should be made known in writing from the date of receiving the consignment.
13. Damaged or Imperfect goods may be returned, only after written authorization is given from the Director **OM Books Distribution**.
14. The sales are to be done only within India, and Export of these books to other countries is not permitted under any circumstances. Violations of this will attract stoppage of further supply.
15. The retail price is subject to change without prior notice.
16. You will be entitled to avail special discounts from time to time.
17. If all the terms are agreed by you, then there is a trade account form to be filled.

Assuring you our best services,

Antony Edwin  
Director – Trade Sales



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*\*Terms and condition is subject to change without notice*