



# TRADE APPLICATION TO BUY ONLINE (including BCA Live Online)

\*\*\*If you do not hold a valid BCA Buyers Account this form does not apply\*\*\*

**INSTRUCTIONS:** Please print, complete in **BLOCK CAPITALS** and return the original or a copy of the signed application form together with the required supporting documents:

**By mail to** BCA Live Online Team  
Tamworth Road  
Measham, Swadlincote  
Derbyshire, DE12 7DY

**OR**

**By e-mail to** applybcaliveonline@bca.com  
**By fax to** 01530 514428

## 1 CARD DETAILS (PLEASE TICK APPROPRIATE & FOLLOW BELOW STEPS)

- ☐ Blue (go to **step 2**) ☐ Gold (go to **step 4**) ☐ Black (go to **step 4**)  
☐ Silver (go to **step 3**) ☐ Platinum (go to **step 4**)

## 2 MYBCA BLUE CARDHOLDER ELIGIBILITY

In order for us to process your application you will need a valid BCA Cheque Account facility before going to **step 4**:

- ☐ Valid BCA Cheque Account facility (if you do not have this we will be unable to process your application)

## 3 MYBCA SILVER CARDHOLDER ELIGIBILITY

In order for us to process your application you will need a valid BCA Cheque Account facility or the below required documentation before going to **step 4**:

**Either**

- ☐ BCA Cheque Account Facility

**OR ALL** of the following 4 supporting documents :

- ☐ Evidence company is a trade premises (e.g. photographic evidence, website address, HMRC Tax confirmation letter)  
☐ Motor Trade Insurance with at least 90 days remaining  
(please note you will need to provide this information on a rolling 12 month basis from the date your account is opened)  
☐ Evidence of company trading history (e.g. invoices from a reputable auction house - BCA or another)

- ☐ VAT registration number (individual consideration will be taken into account for those buyers who are not VAT registered)

## 4 COMPANY DETAILS

Company / trading or individual name:

Buyer account number:

(this can be found on the bottom left of your MyBCA card - this starts with a '0' or 'X'.  
It is NOT the main card number that runs across the card.)

Address:

County:

Postcode:

Telephone:

Are you a franchise dealer: ☐ Yes ☐ No

Franchise(s):

Are you part of a dealer group: ☐ Yes ☐ No

Group name:

Are you a sole trader: ☐ Yes ☐ No

Sole trader name:

## 5 ACCESS REQUIRED

Please specify full details of everyone you need to be set up with a Buy Online username and password.

First name:

First name:

Surname:

Surname:

Job title:

Job title:

Mobile number:

Mobile number:

E-mail address:

E-mail address:

(Please ensure there is a unique email address for each individual)

## 6 DECLARATION

I have read and understood the eligibility requirements (where applicable) and I am aware that my application may be refused owing to lack of supporting documentation.

I also agree that the completion and submission of this form will be treated as acceptance of the terms and conditions that apply when buying online with BCA that are published at [bca.co.uk/terms](http://bca.co.uk/terms) and comprise BCA's conditions of entry and sale, variations to these conditions re BCA Live Online, Bid Now and Buy Now together with the MyBCA Card terms and conditions including any applicable online buyer's fee that applies to each vehicle purchased online.

To prevent fraudulent activity please ensure ALL BCA online username and passwords are kept secure and never disclosed to any third parties.

I also agree that the named company, business or individual nominated on this form for a BCA online username and password is/are authorised to enter into contracts for and on behalf of that company, business or individual and that all online purchases effected using a BCA online username and password will be deemed to have been made by the individual to whom that password and username were issued, and without exception all such purchases shall be valid and binding upon the company, business or individual as evidenced by this form.

**Please provide details of the main applicant (Director/Owner) - the BCA account holder for your business:**

Name:

Email address:

Director/Owner:

Signature:

If you have any questions regarding this application form please contact the BCA Live Online Team on **01530 279120** or email **bcaliveonline@bca.com**.