

CREDIT APPLICATION FORM (CAF)

Dear Red Dot Distribution Partner,

Please fill out this form to renew your credit terms, or to apply for new credit terms. Please ensure that all required documents, as indicated on the checklist at the end of this form, are returned with your application. This will enable us to process your credit application quicker. Red Dot Distribution strives to assure you that all information shared in this credit application will be treated as confidential and will only be used internally.

In case of any queries, please contact us at credit@reddotdistribution.com

Business Details

Registered Business Name

Trading Name (if applicable)

Physical Address

Postal Address
(including Postal Code)

City

Telephone Number

Cellphone Number

Email Address

Website

Date of Incorporation

Certificate of Incorporation
Number

VAT Number

Tax PIN/ TIN

Please attach a copy of the Certificate of Incorporation, Tax Registration Certificate and Tax PIN to this application.

Nature of Business:

☐

System Integrator

☐

Value-Added Reseller

☐

Retailer

☐

Security Systems Installer

☐

IT Consultancy

☐

Managed Service Provider

☐

Other (Please Specify):

Authorised
Signatory
(Initials)

Business Ownership and Financial Details

Type of Business: ☐ Public Limited Company ☐ Private Limited Company ☐ Partnership
☐ Registered Branch of a Foreign-Registered Company ☐ Sole Proprietorship ☐ Society

Please share details of the owners/ proprietor/ directors/ partners/ major shareholders of the business:

1st Proprietor/ Partner/ Director

Full Name (as per ID/ Passport)			
Citizenship	<input type="checkbox"/> Local <input type="checkbox"/> Foreign (Please Specify Nationality):		
For Local Citizens, please share your ID number		For Foreign Citizens, please share your Passport number	
Residential Address			
Email Address			
Cellphone Number			

2nd Proprietor/ Partner/ Director

Full Name (as per ID/ Passport)			
Citizenship	<input type="checkbox"/> Local <input type="checkbox"/> Foreign (Please Specify Nationality):		
For Local Citizens, please share your ID number		For Foreign Citizens, please share your Passport number	
Residential Address			
Email Address			
Cellphone Number			

For additional owners/ proprietors/ directors/ partners/ major shareholders, please attach the above details separately.

Annual Turnover (as per last Audited Financial Statements)	
Total Asset Value (as per last Audited Financial Statements)	
Total Number of Employees in the Business	

Business Stakeholder Details

Stakeholder	Full Name	Email Address	Cellphone Number
Managing Director			
Financial Controller			
Purchasing Manager			
Sales Manager			

Please note that all customer statements will be sent to the email address of the financial controller and purchasing manager unless indicated otherwise in writing.

Order Placement

Red Dot Distribution require that a purchase order be placed in written or electronic form (on the company's letterhead). Such a purchase order shall describe the products ordered, quantities, delivery dates, prices, shipping information, and any additional information that is necessary for fulfilment of the order.

Please fill in the details below of up to two individuals who are authorized to issue purchase orders for your business.

Purchase Order Signatory 1

Full Name

Designation/ Title

Signature

Purchase Order Signatory 2

Full Name

Designation/ Title

Signature

Bank Details

Please include details of up to two bank accounts that will be your main transactional accounts with Red Dot Distribution. Please note that all bank charges will be charged to the account of the customer, with the customer account only credited with the net amount received by the bank.

Bank Name

Branch

Bank Address

Account Number

Bank Name

Branch

Bank Address

Account Number

Trade/Supplier References

Please share details for two suppliers who you have credit terms with and are preferably operating in the IT sector, who we can contact as trade references.

Supplier Reference 1

Supplier Name	
Supplier Address	
Full Name of Contact Person	
Designation of Contact Person	
Email Address of Contact	
Telephone Number	

Supplier Reference 2

Supplier Name	
Supplier Address	
Full Name of Contact Person	
Designation of Contact Person	
Email Address of Contact	
Telephone Number	

Credit Details

Requested Credit Limit
(USD)

Requested Credit Terms

Please note that unless otherwise agreed in writing, the standard credit terms for Red Dot Distribution are a payment period of 30 days from the invoice date, and payment terms are either cash or post-dated cheques, which need to be received by Red Dot Distribution before the invoice is issued.

Checklist

Please attach the following documents with this credit application form to complete the credit application.

Document	Tick if Attached
Latest Audited Financial Statements	
Bank Statements for the last three months	
Copy of Certificate of Incorporation	
Copy of PIN/TIN certificate	
VAT or Tax Clearance Certificate	
Copies of Directors' ID/ Passport and Work Permits (where applicable)	
Copy of Latest Annual Returns	

Terms and Conditions

The credit applicant/ purchaser hereby agrees that the credit facilities will be subject to the following conditions:

- i. I/we understand that completing this form is not a guarantee that Red Dot Distribution Limited will approve the application for credit facilities.
- ii. I/we also understand that if any credit terms are provided by Red Dot Distribution Limited, then these credit terms are only valid for one year, after which a renewal for the credit limit will be, by default, required.
- iii. I/we also understand that all invoices issued to my business will be made in United States Dollars (USD) and will be either paid in United States Dollars or the equivalent local currency value at the selling rate of a Bureau de Change preferred by Red Dot Distribution Limited.
- iv. Terms of credit are strictly as approved, and all accounts must be paid before the end of the credit days for each invoice. It is the responsibility of the purchaser to ensure receipt of invoice, delivery note and/or statements or any document relating to any purchases made by him/her/the Company. Payments should be made to Red Dot Distribution Limited as per the approved payment method.
- v. The risk in the Equipment shall pass to the Purchaser on the earliest of delivery or collection of the Equipment but the Equipment shall remain the sole and absolute property of Red Dot Distribution Limited as legal and equitable owner until payment of the purchase price in full. The Purchaser acknowledges that possession by it of the Equipment will be solely as Bailee for Red Dot Distribution Limited until payment of the purchase price in full. Red Dot Distribution Limited shall have the right in case of any payment default to enter into the premises of the purchaser and remove any Equipment which is still unpaid for.
- vi. The Purchaser will indemnify and keep Red Dot Distribution Limited fully and effectively indemnified from and against any loss suffered or incurred by Red Dot Distribution Limited arising out of the provision of credit facilities to the Purchaser.
- vii. If goods acquired on credit are not paid for, then Red Dot Distribution Limited has the option to come in and impound the goods. However, the goods given to you/ your company are your responsibility and if damaged or stolen while in your possession, you shall be responsible for their damage or loss. Hence all goods purchased from Red Dot Distribution Limited should be fully insured by you for this purpose
- viii. Interest at the rate of 2.5% per month will be charged on all overdue accounts (at the discretion of Red Dot Distribution Limited).
- ix. Red Dot Distribution Limited reserve the right to ask for references and credit ratings from my bankers.
- x. I/We agree to any inverse of prices due to fluctuations in the exchange rates or for any other reason which is beyond control of Red Dot Distribution Limited. on parts or equipment which are in our possession and which have not been paid for yet.
- xi. Discounts given at time of purchase will be forfeited if payment is not received before stipulated date.
- xii. No discounts will be granted whilst an account is on hold.
- xiii. If the credit limit has been reached and/or is surpassed, then the balance beyond the credit limit will be paid in cash.
- xiv. Any dispute regarding accounts and/or concerning spares or equipment collected or services rendered will not be accepted unless received by Red Dot Distribution Limited in writing by registered letter within 30 days.
- xv. I/We warrant that the information given in this application form is true and complete and authorize you to make any enquires necessary in connection with this application.
- xvi. I hereby confirm that I have authorized Red Dot Distribution Limited to share my credit information/ access my credit profile and those of the directors/Guarantors for credit appraisal with licensed Credit Reference Bureaus (CRBs).
- xvii. I further release the CRB and Red Dot Distribution Limited and its officers, employees and agents from all claims, actions or proceedings of whatsoever nature and howsoever arising, suffered or incurred in connection with this sharing and access for the purpose afore stated.
- xviii. I/we confirm that we have read and understood the standard trading terms and conditions by signing below, I/We, on behalf of the company/organization mentioned, seeking credit, agree that all the above information is true and correct.
- xix. By signing below, I/we on behalf of the company/organization seeking credit guarantee to make payments for all purchases made from Red Dot Distribution Limited. as per the terms finally approved by Red Dot Distribution Limited
- xx. I/we understand Red Dot Distribution Limited also reserves the right to revoke any/all credit without any prior notice.
- xxi. I/we also understand that all approvals/rejections are at the sole discretion of Red Dot Distribution Limited
- xxii. By completing and submitting this form, I/we and my company/organization agree to all terms and conditions guiding this credit facility.

Full Name of
Authorised Signatory

Designation/ Title

ID/ Passport Number

Signature

Full Name of
Authorised Signatory

Designation/ Title

ID/ Passport Number

Signature

COMPANY STAMP

COMPANY SEAL