 **Account Opening Form**

New International Trade Customer

Many thanks for your interest in the publications of Springer and our associated publishers. To be able to process your order quickly we would like to ask you for the following details:

**Name of the company: VAT number (European Union):**

(Exact legal name for billing purposes)

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**Organized as (please indicate):**

Sole Proprietorship  Partnership

Corporation  Other, please specify:

**Delivery address: Invoice address:**

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**Contact person / responsible buyer: Contact person accounts payable:**

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| Name: |  | Name: |
| Phone: |  | Phone: |
| Fax: |  | Fax: |
| Email: |  | Email: |

**To which client group do you belong?**

General bookstore  Mail order  Fair/congress bookstore

Specialized bookstore  Online bookstore  Other:

Museum bookstore  Importer / Wholesaler

University bookstore  Library distributor

Number of stores:

**What is your preferred delivery method?**

Airfreight

Automatic selection of cheapest delivery method

Collection at Springer Distribution Centre, Heidelberg, by your shipper,

Please specify:

Others, please specify:

If you don’t specify a way of delivery, the cheapest method will automatically be selected.

**Do you wish backorders to be recorded?**

Yes  No

**In case we do not hold the complete ordered quantity in stock, do you wish to receive the remaining available stock without prior notification?**

Yes  No

**Do you want to consolidate orders for delivery?**

I do not want any consolidation of orders.

Bundling according to order value and max. holding time / days.

Please indicate the order value:

Please indicate the max. holding time in days:

Bundling according to weight and max. holding time / days.

Please indicate the order weight:

Please indicate the max. holding time in days:

Dispatch on predetermined dates, e.g. weekly (specify day) or monthly (specify date).

Please indicate:

Date business started:       Estimated Annual Purchase:

**Open credit account:**

If you wish to receive credit terms, please indicate three references of publishing houses or distributors with whom you have business relation and provide the following details. If you do not wish to receive credit terms, we will open a customer account with advanced payment terms for you.

Name of reference Contact Person: Email (or Phone / Fax)

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**Do you wish to receive monthly account statements per email?**

If yes, please indicate valid Email ID:

**Preferred Payment Options:**

Bank Transfer/Wire Transfer  Cheque  Credit Card

By requesting to open a Trade Account with us you are agreeing to be bound to the Springer terms and conditions as attached to this account opening form and as outlined on the Springer website [www.springer.com](http://www.springer.com). We may amend these terms and conditions at any time and any revised version will be effective immediately that it is displayed on our sites. You will be subject to the policies and terms and conditions in force at the time that you order products from us, unless any change to those policies or these terms and conditions is required to be made by law or governmental authority. With your authorized signature you confirm that you have received a copy of our terms and conditions, that you have read, understood and agreed to the Springer Terms & Conditions.

If credit is granted, I/we understand the terms of the sales from the date of the invoice. Springer may charge interest on any past due balance at the rate of 8 % per month. In consideration of Springer extending credit to the above business, I/we hereby jointly and individually agree to pay for all goods and merchandise supplied to me or any of us, to the above business. I/we agree to immediately notify Springer on any change in ownership, address or form of set business including bankers.

Date:       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature / Stamp