



**CREDIT APPLICATION**  
**"CORPORATE / LIMITED COMPANY"**

**COUNTRY LUMBER LTD. (collectively, "Country Lumber")**  
 22538 Fraser Highway, Langley, B.C. V2Z 2T8 Telephone (604)533-4447 - Fax (604)533-4260

Country Lumber Sales Contact:

<b>COMPANY INFORMATION:</b> (the "Customer") Give Full Registered Name of Company or Partnership			
Company Name:			Yr. Established:
Address:		Tel #:	Fax:
City:	Postal Code:	CRA Business Number:	
PST Exempt: <input type="checkbox"/> PST #		Email:	

<b>PRINCIPALS / CONTACT INFORMATION:</b> Indicate whether a Director, Officer or Owner of Company			
Principal:	Birthdate:	Tel #:	Email:
Position:	SIN #:	Cell #:	

<b>CUSTOMER ACCOUNTS PAYABLE CONTACT:</b>			
Name:	Tel #	Fax #:	Email:

<b>PURPOSE OF ACCOUNT:</b>			
<input type="checkbox"/> Personal Use (1)	<input type="checkbox"/> Renovator (2)	<input type="checkbox"/> Siding (7)	<input type="checkbox"/> Fencer / Landscaper (6)
<input type="checkbox"/> Building Own Home (4)	<input type="checkbox"/> Framing (9)	<input type="checkbox"/> Finishing (13)	<input type="checkbox"/> House Builder (3)
<input type="checkbox"/> Multi-Family      Other: (Specify)		Do you require Purchase Order Numbers (PO #): <input type="checkbox"/> Yes <input type="checkbox"/> No	

If 'Yes'; Please confirm format of PO # \_\_\_\_\_ (i.e. Numbers, Letters, Names, dates, etc.)

For multi-units, or multiple project sites, Country Lumber can provide separate job statements that will include listing of invoices and GST portion per project. Do you require separate job numbers?  Yes  No

<b>CUSTOMER PURCHASING CONTACT:</b> Person that Country Lumber Sales department should contact			
Name:	Position:	Tel #:	Email:

<b>1<sup>st</sup> Project Site:</b>		<b>2<sup>nd</sup> Project Site:</b>	
Address:		Address:	
City:	Postal Code:	City:	Postal Code:

<b>BANKING INFORMATION:</b>		
Name of Bank:	Account #:	Branch:
Telephone #:	Account Manager:	

<b>CREDIT INFORMATION:</b> List Businesses with which you have an established Credit Line.					
	Company Name:	Contact Name: (If Available)	City:	Tel #:	Fax #:
1.					
2.					
3.					

**PAYMENT TERMS**

**ALL PURCHASES WILL BE PAID FOR BY THE 15<sup>TH</sup> OF THE MONTH FOLLOWING THE PURCHASE, UNLESS OTHERWISE AGREED  
Interest will be paid on all overdue amounts at the rate of 18 % per annum.**

The Customer hereby applies for a credit account from Country Lumber (the "Credit Account"), and, pursuant to Section 12 of the *Credit Reporting Act* (British Columbia) and Section 10 of the *Personal Information Protection Act* (British Columbia), along with the undersigned Guarantor(s) (the "Guarantors"), hereby consents to Country Lumber and its agents to obtain credit reports, records or other information deemed necessary in connection with the establishment and maintenance of such an account. If this application is accepted, the Customer and the Guarantors agree to be bound by the foregoing and the following terms in relation to the Credit Account:

1. The Guarantor(s) hereby guarantee the due and punctual performance of all present and future obligations of the Customer hereunder.
2. The Customer and the Guarantor(s) jointly and severally agree to pay and indemnify Country Lumber for all losses, costs, expenses and fees, including legal fees and disbursements on a solicitor and client basis (together with applicable taxes), incurred by Country Lumber in connection with collecting overdue amounts on the Credit Account.
3. The Guarantor(s) agrees this is a continuing guarantee, and that Country Lumber will not be obliged to take recourse against the Customer or any other person prior to being entitled to claim from the Guarantor, this guarantee will be valid and absolutely and unconditionally binding and will not be affected by any dealings between the Customer and Country Lumber, any assignment of this guarantee or any change in the constitution, name or ownership of Country Lumber.
4. The Customer and the Guarantor(s) each grant to Country Lumber a security interest over all goods supplied to the Customer and over all of the Customer's and the Guarantor(s)' present and after-acquired personal property and assets as security for payment and performance of all obligations to Country Lumber from time to time. The Customer and the Guarantor(s) waive their rights to receive any financing statement or verification statement relating to any registration of the security interest.
5. Delivery of an executed copy of this Credit Application via facsimile, or other means of electronic communication producing or capable of producing a printed copy will be deemed to be execution and delivery of this credit application under seal and on the date of such communication by the Customer and the Guarantor(s).
6. The Customer and the Guarantor(s) certify that all information on this application is correct. The Guarantor signing on behalf of the Customer hereby certifies that he or she is authorized to do so.
7. The terms of this application will enure to the benefit of and be binding upon the parties and their respective heirs, executors, administrators, successors and assigns. Time is of the essence hereof.
8. It is the intention of the parties to be bound by Agreement and to execute this Agreement under Seal, and, accordingly, this Agreement once signed by the parties will, to the extent necessary, be deemed to have been executed under Seal.

**GENERAL TERMS AND CONDITIONS**

- A. Unless otherwise stated, quotes are valid for 30 days from issuance.
- B. Materials must be progressively taken between date of acceptance and final shipment date. Bulk purchases may be priced separately at market level.
- C. In the event of a catastrophic event, pandemic, or an Act of God, Country Lumber reserves the right to pull or amend quotes.

**AUTHORIZATIONS:** Agreeing to the above terms.

Authorized Signatory of Customer(s):	***Please SIGN above (Customer)**	(Seal)	Date:	
Print Name(s) of Person(s) signing on Customer's Behalf:	***Please PRINT name(s) above (Customer)**	(Seal)		
Signature of Guarantor(s):	***Please SIGN above (Guarantor)**		Date:	
Print Names(s) of Guarantor(s) :	***Please PRINT above (Guarantor)**			Guarantor Birthdate or SIN #
Witness Signature: (Min. 18 Years Age):	***Please SIGN above (Witness)**	Witness Name:		*Please PRINT above (Witness)*

Internal Use:	Date Received:	Reviewed By:	Assigned Sales:	Group:	Level:
---------------	----------------	--------------	-----------------	--------	--------



22538 Fraser Highway, Langley, B.C. V2Z 2T8

Phone: 604.533.4447 Fax: 604.533.4260

www.countrylumber.ca

## AIR MILES REGISTRATION FORM

DATE: \_\_\_\_\_

CUSTOMER NAME: \_\_\_\_\_

ACCOUNT NUMBER: \_\_\_\_\_

AIR MILES ACCOUNT #: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

NAME ON CARD: \_\_\_\_\_

Please note: Airmiles are a way of Country Lumber saying **'Thank you'** to our customers that keep **their accounts current / within their payment terms**

Airmiles will be rewarded for accounts that provide payment within their credit terms.

Country Lumber will not issue Airmiles for previous past due statement balances.

(There will be no recovery or back-dating of Airmiles once account is current).

We want to thank you in advance for keeping your account current with Country Lumber!

CUSTOMER SIGNATURE: \_\_\_\_\_





22538 Fraser Highway, Langley, B.C. V2Z 2T8

Phone: 604.533.4447 Fax: 604.533.0451

www.countrylumber.ca

## DOKMAIL

### Online Access to Invoices & Statements

Country Lumber is pleased to offer our customer's **online access to invoices and statements** through Dokmail.

The features of our online invoice and statement website portal are:

- Access to invoices, credits, statements: Historical information of transactions
- Optional user settings:
  - Able to request when you will receive a "notification email" when new transactions have been posted to your account
  - Option of having the **document attached to the notification email**.
  - Option of setting up an email summary of new messages and documents
- The ability to have up to three email accounts receive notification. (Only the primary is able to access transactions online)

All that is needed is Internet access and a few minutes of your time to set up your preferred settings.

If you are interested in access to our Dokmail system, please fill out the below information. Once we have this information, we will send an authorization notification to Dokmail. Then Dokmail will send you a temporary password for you to gain access to the system. Once in, you can change the password to something that works for you, as well, set up your settings to your preference.

Yes, Sign me up to receive access to my invoices and statements online with the option of having all documents emailed directly to the email address of my choice:	<input type="checkbox"/> Yes
I declare I am fully authorized by my employer to request and access this information directly:	<input type="checkbox"/> Yes
<b>For the environment, we are asking customers to consider the option of not having their invoices printed and mailed.</b> Please confirm if you still wish to have invoices sent by mail.	<input type="checkbox"/> Yes <input type="checkbox"/> <b>No</b>

Business Name:	Account #
Contact Name:	
Primary Email Address:	(Able to access account on-line)
Other Email address:	(Transactions emailed only)
Other Email Address:	(Transactions emailed only)

Please fax this form back to 604.533.4260 or scan and email to [accountsreceivable@countrylumber.ca](mailto:accountsreceivable@countrylumber.ca)

Thank you



22538 Fraser Highway, Langley, B.C. V2Z  
2T8 Phone: 604.533.4447 Fax: 604.533.0451  
www.countrylumber.ca

In efforts to continue to provide you with exceptional customer service and convenience, we ask you to provide us with a list of names of those individuals who are authorized to purchase on your account. This will allow us to increase the level of security and provide a mutual protection from fraud and theft.

Please ensure to keep this list current and notify us when changes are required. Updated information can be sent via email directly to our AR Department at [accountsreceivable@countrylumber.ca](mailto:accountsreceivable@countrylumber.ca). Once received, we will be happy to update the information on account for you.

Company Name: \_\_\_\_\_ Account #: \_\_\_\_\_

The following people are authorized to purchase on the above account:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Today's Date





22538 FRASER HIGHWAY  
LANGLEY, BC V2Z 2T8  
(604) 533-4447

---

## Banking Details & Payment Options

October 2021

### EFT/WIRE

Beneficiary: Country Lumber Ltd.

Address: 22538 Fraser Highway  
Langley, BC  
V2Z 2T8

Contact information: Kate Jordan  
Administrator  
T: 604-533-4447 Ext 349  
Email: [accountsreceivable@countrylumber.ca](mailto:accountsreceivable@countrylumber.ca)

Bank information: HSBC Bank Canada  
100B – 45850 Yale Road  
Chilliwack, BC  
V2P 2N9

Bank Transit Number: 10660  
Bank ID Number: 016  
Account Number: 083558001

### E-TRANSFER

[etransfer@countrylumber.ca](mailto:etransfer@countrylumber.ca)

Payment on Account - Q: "Account Number"  
A: 'Your Account Number'

Payment for Cash Sales - Q: "Order Number"  
A: 'Your Order Number'

Please direct remittance information to: [accountsreceivable@countrylumber.ca](mailto:accountsreceivable@countrylumber.ca)