

**NEW CLIENT INFORMATION WITH CREDIT APPLICATION**

Legal Business Name:  Trade Name(s):

Nature of business:

Mailing Address:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
No.	Street	City	Prov/state	Post/zip code

Physical Address (if different than above):

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
No.	Street	City	Prov/state	Post/zip code

Tel:  Fax:

Website:  Email:

Business type:  Corporation  Proprietorship  Partnership Other:

Year business established:  Dun & Bradstreet No., if listed:

CRA Business Number (9 digits):  RM (i.e., 0001)

**Principals, Officers, Partners and/or Owners**

Name:  Title:  Tel:   
(first) (last)

Name:  Title:  Tel:   
(first) (last)

Name:  Title:  Tel:   
(first) (last)

**Product Information**

Types of products and estimated volume of imports/exports. Attach descriptive literature, rulings, HS tariff information, if available.)

Product type:  Estimated volume:

Product type:  Estimated volume:

Product type:  Estimated volume:

Expected monthly import/export volume in dollars: \$  Monthly disbursement in duty/tax: \$

Import/Export Contact:  Email:   
(first) (last)

Accounts Contact:  Email:   
(first) (last)

Special instructions:

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**Bank Information:**

Bank Name:

Address:

No.	Street	City	Prov/state	Post/zip code
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Mailing Address (if different than above):

No.	Street	City	Prov/state	Post/zip code
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Contact:  Tel:  Fax:  Email:

Account No.:  US or CAN:

Account No.:  US or CAN:

**Trade References (3 are required)**

Provide names of suppliers who currently extend credit to your company (local references preferred)

Company:  Contact person:

Email:  Telephone:

Address:

No.	Street	City	Prov/state	Post/zip code
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Company:  Contact person:

Email:  Telephone:

Address:

No.	Street	City	Prov/state	Post/zip code
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Company:  Contact person:

Email:  Telephone:

Address:

No.	Street	City	Prov/state	Post/zip code
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**Credit Agreement and Terms**

The undersigned ("Client") has provided the foregoing information, intended to be true and correct, to Courtney Agencies Ltd. for the purpose of obtaining credit from Courtney Agencies Ltd. and/or its associated companies, successors and assigns. In this connection, the Client hereby authorizes and requests each bank or trade reference listed herein to advise Courtney Agencies Ltd. or its agent of its credit experience with Client and to express an opinion with respect to same. Further, Client agrees that Courtney Agencies Ltd. may obtain personal credit reports with respect to its principals, officers, partners and/or owners. Client acknowledges that Courtney Agencies Ltd. will, at its sole discretion, grant or deny credit with respect to any transaction and establish the terms and conditions under which credit may be granted. If credit is extended, Client agrees to pay invoices in accordance with the terms and conditions set out by Courtney Agencies Ltd. and further agrees to pay any and all costs of collection.

*All business is conducted in accordance with the Standard Trading Conditions adopted by the Canadian Society of Customs Brokers and/or the Canadian International Freight Forwarders Association Inc. Copy available at [www.courtney.ca](http://www.courtney.ca).*

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I/We understand that payment must be received by Courtney Agencies Ltd. within 15 days of the invoice date.

Signed this  day of , 20  at  (Municipality)  (Prov/State)

By:  X   
(Authorized Signature) (Title)

(Print name)  (Business name)

Please indicate if you'd like to receive our weekly trade news email:  Yes  No

If yes, please include your email address:

How did you hear about Courtney Agencies?

**For office use only**

Approved by:  (First)  (Last)  (Title)  (Date)

Account rep:  (First)  (Last)  (Title)  (Date)

Account No.:  Credit limit: