



VISION WEB PRESS

5305 Webb Pkwy  
Lilburn, GA 30047  
Phone: 770-279-2209  
Fax: 770-564-1377  
www.visionwebpress.com

**PLEASE READ: IMPORTANT INFORMATION REGARDING CREDIT ACCOUNTS**

**To New and Prospective Customers:**

Vision Web Press is excited about printing your upcoming job. We will be happy to consider credit applications from well established companies with a well qualified credit history. If this criterion fits your company then we welcome the opportunity to review your credit history in consideration of establishing a credit account. Please complete the credit application in its entirety.

Please supply us with vendor credit references comparable to the amount of credit you are requesting. Please list any printers you have used in the past, where applicable. We are unable to inquire on personal credit, credit cards and mortgage type accounts, so please do not include these on your credit application.

We do all credit inquiries by fax. **You must include fax numbers for all vendor and bank references.** Please check with your bank for the appropriate fax number for bank credit inquiries. Many times this is not the same fax number you have for your local branch.

Your credit terms are determined after review of your credit history. Our standard terms are due upon receipt. A 1 ½% per month finance charge is added to invoices over 30 days from date of invoice. All payments are applied to finance charges first. We may put your account on credit hold and/or Prepay or COD basis if payments are late. If new orders exceed your credit line, payment for the amount over your credit line is due with your new order. We reserve the right to have invoices paid in full prior to processing of new jobs.

Until credit is established, a 50% deposit is due with your file and the balance is due the day before scheduled shipping of your order. Prepayment in full and/or certified funds may be required. Orders required prior to credit approval are subject to these terms.

Depending on the response time from your bank and vendor references, this credit process may take anywhere from 7 to 21 days.

If your company is tax exempt in Georgia, please complete the ST-5 Form, include your Georgia Sales and Use Tax Certificate of Registration Number, sign and submit with your credit application.

You may fax the signed forms to 770-564-1377 or scan your signed forms and email to [kathaleen@visionwebpress.com](mailto:kathaleen@visionwebpress.com) .

We look forward to a long-term relationship with your company.

Sincerely,

*Kathaleen Bentkowski*  
Kathaleen Bentkowski  
Accounting Manager

**CREDIT APPLICATION**

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Type of Company: Corporation:  Partnership:  Sole Proprietorship:  LLC:  Other: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Year Started Business: \_\_\_\_\_ Federal ID #: \_\_\_\_\_ Tax Exempt #: \_\_\_\_\_ County: \_\_\_\_\_

Do you require a purchase order? \_\_\_\_\_ Type of Business: \_\_\_\_\_ Amount of Credit Requested: \_\_\_\_\_

Accounts Payable Contact: \_\_\_\_\_ Phone#: \_\_\_\_\_ Email: \_\_\_\_\_

**BANK INFORMATION:** Bank Name: \_\_\_\_\_ Branch: \_\_\_\_\_ Account No. \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax # (Required): \_\_\_\_\_ Contact: \_\_\_\_\_

**CREDIT REFERENCES:** Please list four (4) credit references, complete addresses, **FAX** & telephone #'s and a contact:

Company Name	Address	Phone #	Fax # (Required)	Contact
1.				
2.				
3.				
4.				

**OWNERS/OFFICERS/GUARANTORS INFORMATION**

Name	_____	_____
Home Address	_____	_____
City, State, Zip	_____	_____
Home Phone #	_____	_____
Email:	_____	_____
Title	_____	_____
Signature:	_____	_____

**I authorize the release of credit information to Vision Web Press, Inc. to process this application for a line of credit to be established. I/We guaranty, jointly and severally, as surety, the prompt and unconditional payment of the account obligations for the above listed company.**

Signed: \_\_\_\_\_ Title: \_\_\_\_\_  
Corporate Officer/Owner

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**By signing above, you agree to the Standard Terms and Conditions included with this Credit Application.**

**Please complete, print, sign where required and fax to 770-564-1377 for processing. Allow 14 – 21 days.**

## STANDARD TERMS AND CONDITIONS

The offer on both sides of this sheet is open for acceptance by you within thirty days of its date, and is based upon present costs, overhead and availabilities. However, if you accept this offer beyond this time, or if you make changes in the job specifications on which we based this offer, then we cannot guarantee the prices quoted. Under those circumstances, you are entitled to a new written offer. If you do not ask for one, we will proceed on the basis that you are agreeing to pay whatever the costs of labor, materials and overhead used in such work turn out to be, plus our standard percentage of that amount as our profit. Canceled orders require compensation for incurred costs and related obligations plus our standard percentage of that amount as our profit.

We will use our best effort to honor any dates and deadlines shown on this offer, but matters beyond our control (fire, accidents, etc.) and matters within your control (subsequent changes in copy, delays in returning proofs, etc.) will affect production time. Thus, we both agree that any reasonable variation from any specified dates due to such matters will not be a breach of contract. Similarly, quantities not exceeding ten percent (10%) over or under the amount ordered by you shall constitute an acceptable delivery and fulfillment of our obligations. Any such excess or deficiency shall be charged or credited at the rate for additional copies shown on the other side.

All claims you have about non-conforming work or about printing problems with our work must be made in writing to us within ten days after you receive the work and must have samples attached showing the problem. Your not submitting any claim to us within the ten-day period means you have accepted what we produced for you. Also, any claim you have for errors in Vision Web Press's invoice to you must be made to us in writing within ten days of the date of our invoice; otherwise, our invoice will be deemed correct. The printer's liability will be limited to the quoted selling price of defective goods, without additional liability for special or consequential damages.

All copy shall be legible and prepared properly. Alterations from original copy or proofs will be charged for at current rates for extra work performed.

Sketches, copy, dummies, artwork, drawings, digital images, separations, film, plates and all other preparatory work created or furnished by Vision Web Press shall remain our exclusive property. Ideas obtained therefrom may not be used except upon compensation to be determined by Vision Web Press.

All materials you furnished us is held and used solely at your risk. Materials furnished by customers or their suppliers are verified by delivery tickets. The printer bears no responsibility for discrepancies between delivery tickets and actual counts. We are not liable for any damage or loss to such material from any cause (including from our usage of this material in providing the work specified in this contract or from fire, theft, lease or other causes beyond our control) unless such damage is caused by our proven negligence. However, under no circumstances are we responsible for any lost revenue or profits to you or for any other such damages, costs or expenses incurred by you due to such loss.

It is the customer's responsibility to maintain a copy of the original electronic manuscript or image file. The printer is not responsible for accidental damage to media supplied by the customer or for the accuracy of furnished input or final output. Until digital input can be evaluated by Vision Web Press, no claims or promises are made about the printer's ability to work with jobs submitted in digital format, and no liability is assumed for problems that may arise. Any additional translating, editing or programming needed to utilize customer-supplied files will be charged at prevailing rates.

Color proofs may differ from the completed job because of the difference in equipment and conditions between the color proofing and the pressroom operations; therefore, a reasonable variation in color between color proofs and the completed job shall constitute an acceptable delivery. Proofs of type, artwork and other materials to be reproduced will be submitted to the customers in various forms, including digital proofs and digital color proofs. Every effort will be made by Vision Web Press to proofread and eliminate errors, but final responsibility for errors rests with the customer.

The customer warrants that nothing Vision Web Press is required to reproduce is libelous, threatens anyone's rights to privacy, or violates or infringes any copyright, patent design protection, trademark or other law, and agrees to indemnify and hold Vision Web Press harmless from any and all such claims, and to reimburse Vision Web Press for all expenses incurred in the defense thereof, including court costs, attorney's fees and other expenses of investigation and trial or appeal, whether or not claims so asserted prove to have been well founded.

Unless otherwise specified, the price quoted includes FOB Printers Dock. Storage is not included within this offer unless original specifications state otherwise. Charge for materials delivered by common carriers or contract carriers will be charged at prevailing rates. Title for finished work passes to the customer upon our delivery to the customer or to common carrier or contract carrier at shipping point or upon storage of finished work in our warehouse, whichever occurs first.

Unless otherwise agreed, the customer will pay for all transmission charges of electronic data. The printer is not responsible for any errors, omissions or extra costs resulting from faults in the transmission.

All accounts are due and payable on the date of our invoice or per the credit terms established for your company. We will mail the invoice to the address you give us. You have 30 days from the date of our invoice to make payment without interest charges. Any account, which is due and payable for 30 days or more, shall bear interest at a rate of one and one-half percent (1.5%) per month, calculated on the owed amount from the date of our invoice. Officers and owners do hereby absolutely and unconditionally guaranty, jointly and severally, as surety, the prompt and unconditional payment of the account obligations of the Account Debtor. As security for payment of any sum due under the terms of an agreement, Vision Web Press has the right to hold and place a lien on all customer property in its possession. This right applies even if credit has been extended, notes have been accepted, trade acceptances have been accepted, trade acceptances have been made, or payment has been guaranteed.

We extend this written offer to you on the basis of your representations to us about your credit worthiness. If we are unable to verify these representations or if we find them to be untrue, you grant us the right to suspend performance of this contract without incurring any liability to you, unless you can promptly furnish security for our payment, as we deem adequate. If you cannot do so and we thus elect to terminate this Agreement, you shall pay us for all labor and materials we have incurred, plus our standard percentage of that amount as overhead and profit. Upon payment (or upon making arrangements for payment satisfactorily to us), we shall release all materials you furnished to us.

After your acceptance of our offer, if you have us suspend production pending your further instructions for more than thirty days we shall then have the right to invoice you, and agree to pay us, for all labor, materials, and overhead incurred to that point, plus our standard percentage of that amount for our profit.

If sums due from you are collected by or through an attorney, you agree to pay an additional fifteen percent (15%) of the indebtedness as collections fees.

All amounts due for taxes and assessments will be added to the customer's invoice and are the responsibility of the customer. No tax exemption will be granted unless the customer's "Exemption Certificate" (or other official proof of exemption) accompanies the purchase order. If, after the customer has paid the invoice, it is determined that more tax is due, the customer must then promptly remit the required taxes to the taxing authority or immediately reimburse Vision Web Press for any additional taxes paid.

We agree that this contract is for the sale of goods and thus is governed by Georgia's Uniform Commercial Code and other applicable Georgia law.

We agree that no verbal agreements are in force; and our understandings are contained in the Agreement. We also understand that no Vision Web Press representative or salesperson has the right to modify or change any terms herein unless these changes are signed by an officer.

Clear Form



STATE OF GEORGIA  
DEPARTMENT OF REVENUE  
SALES AND USE TAX CERTIFICATE OF EXEMPTION  
GEORGIA PURCHASER OR DEALER  
EFFECTIVE JULY 1, 2000

To: \_\_\_\_\_ (SUPPLIER) \_\_\_\_\_ (MM/DD/YY) (DATE)

\_\_\_\_\_  
(ADDRESS)

THE UNDERSIGNED HEREBY CERTIFIES that all tangible personal property purchased or leased after this date will be for the purpose indicated below, unless otherwise specified on a particular order, and that this certificate shall remain in effect until revoked in writing. Any tangible personal property obtained under this certificate of exemption is subject to the sales and use tax if it is used or consumed by the purchaser in any manner other than indicated on this certificate. (Check proper box.)

- 1. Resale, rental or leased only, including but not limited to the purchase for resale of gasoline and other motor fuels.
- 2. Materials for further processing, manufacture or conversion into articles of tangible personal property for resale which will become a component part of the property for sale, or be coated upon or impregnated into the product at any stage of its processing, manufacture or conversion and nonreturnable materials used for packaging tangible personal property for shipment or sale. Containers or other packaging materials purchased for reuse are not exempt.
- 3. Machinery used directly in the manufacture of tangible personal property for sale purchased as additional, replacement or upgrade machinery to be placed into an existing plant in this State.
- 4. Direct Pay Permit authorized under Regulation 560-12-1-.16. The holder of a Direct Pay Permit must pay the 3% Second Motor Fuel Tax to suppliers on purchases of gasoline.
- 5. For use by Federal Government, State Government, any county, municipality or public school system of this State, when supported by official purchase orders or for use by Hospital Authorities created by Article 4, Chapter 7, of Title 7, and County or City Housing Authorities created by Article 1, Chapter 3 of Title 8. The State of Georgia, counties, municipalities, public schools, Hospital and Housing Authorities of Georgia must pay the 3% Second Motor Fuel Tax to suppliers.  
**A Georgia Sales and Use Tax Certificate of Registration Number is not required for this exemption.**
- 6. Aircraft, watercraft, motor vehicles and other transportation equipment manufactured or assembled, sold and delivered by the manufacturer or assembler for use exclusively outside this State, or delivery of the crafts is for the sole purpose of removing same under its own power when it does not lend itself more reasonably to removal by other means.  
**A Georgia Sales and Use Tax Certificate of Registration Number is not required for this exemption.**
- 7. Aircraft, watercraft, railroad locomotives and rolling stock, motor vehicles and major components of each, which will be used principally to cross the borders of this State in the service of transporting passengers or cargo by common carriers and by carriers who hold common carrier and contract carrier authority in interstate or foreign commerce under authority granted by the United States government. Replacement parts installed by carriers in such craft or vehicles which become an integral part of the craft or vehicle are likewise exempt. Private and contract carriers are not exempt.

\_\_\_\_\_  
(TYPE OF BUSINESS ENGAGED IN BY THE PURCHASER)

\_\_\_\_\_  
(COMMODITY CODE)

I declare, under penalties of false swearing, that this certificate has been examined by me and to the best of my knowledge and belief is true and correct, made in good faith, pursuant to the sales and use tax laws of the State of Georgia.

\_\_\_\_\_  
(PURCHASER'S FIRM NAME)

\_\_\_\_\_  
(CERTIFICATE OF REGISTRATION NO.)

\_\_\_\_\_  
(ADDRESS)

By \_\_\_\_\_ Title \_\_\_\_\_  
(SIGNATURE) (OWNER, PARTNER, OFFICIAL)

A supplier is required to have only one certificate of exemption form on file from each purchaser buying tax exempt. The supplier must exercise ordinary care to determine that the tangible personal property obtained under this certificate is for the purpose indicated. Suppliers failing to exercise such care will be held liable for the sales tax due on such purchases. For example, a supplier cannot accept a Certificate of Registration number bearing a "214" prefix since these are issued to a Contractor which has been deemed to be the consumer and is required to pay the tax at the time of purchase.