

STORE # _____

MANAGER APPROVAL _____



COMMERCIAL STORE CHARGE ACCOUNT APPLICATION

SECTION 1 Billing Information and Description of you Business (Please Print)

Company's Full Legal Name		Telephone Number	
Street Address	City	State	Zip
Billing Address (if different from above)	City	State	Zip
Principal Owner or Officer Name and Title	Billing Contact	Facsimile Number	
Social Security Number *	Home Address (if Sole Proprietorship)		
Type of Business (Circle One)			
Corporation	Proprietorship	Religious	In Business Since
Partnership	Government	Other	Monthly Purchasing Needs \$
Brief Description of Business			
Individuals Authorized to Use Account (Please Print Name and Have Individual Sign)			
1.	4.		
2.	5.		
3.	6.		

SECTION 2 Bank and Trade References

Financial References:			
Banking Institution	Contact Name and Telephone Number	Account Type	Account Number
Trade References:			
Company Name	City and State	Contact Name and Telephone Number	

The Company indicated below hereby submits the above application and agrees to all provisions of the Sutherlands Commercial Store Charge Account Agreement set forth on the reverse side of this form. The Company requests that a Sutherlands Commercial Store Charge Account be established for use by the individuals specified above and by such other individuals as may be hereafter authorized by the Company. The Company agrees that it will be liable for all credit advanced as a result of the use (including any unauthorized use) of this account. The Company also agrees that the above application shall remain in full force and effect until written notice of amendment, revision or termination has been delivered to and accepted for by either party. The individual signing below represents and warrants that he/she is duly authorized to execute and enter into this application, requests and agreements set out above and on the reverse of this form. In the event that any of such representations and warranties made by the undersigned prove to be untrue or inaccurate, or are in any way breached, the undersigned shall be liable for all obligations and liabilities arising under or with respect to the Account, including without limitation, all obligations and liabilities purportedly undertaken by the Company herein. The individual signing below agrees to all terms and conditions explained in this application and agrees to personally guarantee unconditionally the prompt payment owed for goods sold or services rendered. You authorize us to investigate your business by obtaining commercial credit reports and making other inquiries as we deem appropriate. You also authorize us to investigate your personal credit history by obtaining consumer credit reports and by making direct inquiries of business where you have accounts. You also agree that we may report your performance under this Agreement to credit bureaus and others who may lawfully receive such information. It is further agreed that you may retain this application whether or not it is approved by you.

By: _____
 Company Authorized Company Representative Date

SEE REVERSE SIDE FOR OTHER TERMS AND CONDITIONS

AGREEMENT SUTHERLAND COMMERCIAL STORE CHARGE ACCOUNT

ACCOUNT: By completing this Agreement, _____ (the "Company") has indicated its desire to apply for a Sutherland Commercial Store Charge Account ("Account") for business use and to purchase merchandise on credit from Sutherland under the terms of this Agreement. In consideration of the granting of credit by Sutherland, the Company agrees to pay Sutherland or its assignees a credit price for its purchases of products or services made on this Account. The credit price for products or services purchase on Company's Account shall be the cash price plus any applicable credit or finance charge or other charges and fees, hereafter described as "Service Fees" set forth in this Agreement. The Company hereby agrees that its Account shall be used only for the purchase of Sutherland products and/or services for use by the Company.

CREDIT LIMIT: Sutherland has established a Credit Limit, as indicated on the front of this Agreement, and the Company agrees not to use or permit use of its Account for any purchase that would cause the balance of the Account to exceed the Credit Limit. Receipt of this Agreement, accepted by Sutherland, shall serve as notice of Company's Credit Limit. Sutherland reserves the right to change Company's Credit Limit from time to time, based on evaluations of changes in credit capacity or performance under this Account.

BILLING TERMS: Company agrees that its Account and all credit extended here under shall be governed by this Agreement. Company agrees to pay, at any place as Sutherlands may designate, the then current amount and all applicable Service Fees, which may then be owed. Sutherlands will send Company a monthly statement that will show all Charges, Payments, Credits and other transactions on Company's account during the most recent billing period. Each monthly statement will show the total amount that Company owes Sutherlands at the end of the billing period.

PAYMENT TERMS: Company agrees to pay to Sutherlands on or before the "Payment Due Date" shown on each monthly statement the total amount due as reflected on the monthly statement. Payments will be applied as Sutherlands determined and in accordance with applicable law. Sutherland may, from time to time, change the method by which payments are applied.

TERMS OF SALE: Company agrees that any purchases made under this Agreement will be subject to the terms and conditions found herein or on the invoice issued by Sutherland to evidence such purchase. Any terms set out in any other form. Invoice, or otherwise shall not apply, even in the event that such form may be submitted to or accepted by Sutherlands as evidence of purchase.

SERVICE FEES: Sutherlands may assess a finance charge equal to the maximum rate allowed by law to that portion of Company's account which has been billed and remains unpaid after the payment due date. Sutherlands may also impose a service fee equal to the maximum rate allowed by law on Company's account for each check or other similar instrument sent to Sutherlands as payment on Company's account which is returned unpaid.

SECURITY: The Credit extended under this Agreement is not secured by any collateral even if other Agreements Company has executed would otherwise secure it. Sutherland's waives, but only with respect to indebtedness arising under this agreement, any security interest which may otherwise secure the indebtedness arising under this Agreement.

DEFAULT: Failure to pay Account balanced in full, when due, or breach of any other terms of this agreement, shall permit Sutherlands to demand the entire unpaid balance of Company's Account to be paid immediately and commence any legal action for collection of the balance due. Sutherlands may also pursue any other legal action deemed necessary or appropriate with respect to Company's account. Company agrees to pay reasonable attorneys' fees and court costs associated with any such action. Company further agrees to waive notice of any such legal proceedings. Sutherlands also reserves all rights and remedies pertaining to repossession and resale for any repossessed merchandise as provided by law. Sutherlands may delay enforcing our rights under this agreement without waiving those rights. Sutherlands failure to exercise any of our rights when company defaults does not mean that we are unable to exercise those rights upon later default. Sutherlands may accept late or partial payments, as well as payments marked "payment in full" or with other restrictive endorsements without losing any of our rights under this agreement.

CHANGES IN TERMS: Sutherlands reserves the right to change the existing rates, charges and other terms of this Agreement, as well as introduce new terms as may be authorized by law. Any such amendments will apply to the then existing balance of Company's account.

CREDIT HISTORY: Company authorizes Sutherlands to furnish information about its account and the company to credit reporting agencies and others who may lawfully receive this information.

CANCELLATION: Both parties to this agreement have the right to cancel this agreement at any time and for any reasons it relates to future purchases. Company shall remain obligated to pay in full any balance existing prior to cancellation of this agreement.

ASSIGNMENT: Sutherlands reserves the right to assign all or part of its rights and obligations under the terms of this agreement at any time, without prior notice to company.

ENTIRE AGREEMENT: This Agreement contains the entire and only agreement between the parties with respect to the sale and purchase of products or services using Sutherlands Commercial Store Account. Any representations, promises, or conditions not incorporated in this agreement shall not be binding upon either party.

Accepted this _____ Day of _____ 20__

By: _____
Sutherlands



SUTHERLAND'S LUMBER AND DESIGN CENTER

AUTHORIZED USER FORM

Sutherlands Location: Street _____, City _____

List the Sutherlands locaton most frequently shop.

Company Name

Sutherlands Account Number

Primary User

Authorized User

Authorized User

Authorized User

Signature of Primary User

Date

() _____
Business Phone Number



2100 East Prospect Road, Fort Collins CO 80525
(970)226-1000 Fax (970)416-6973

TO OUR VALUED CUSTOMERS:

Sutherlands Lumber has converted to a new computer system, as of January 2022, enabling us to provide you with more features to better manage your account. One of our new practices with this system will now allow us to e-mail your statement and invoices. If you prefer to receive invoices and/or statements electronically, please fill out the appropriate information below.

CUSTOMER NAME: _____

PLEASE CHOOSE THE METHOD YOU WOULD PREFER TO RECEIVE YOUR INVOICES & STATEMENTS

EMAIL _____ EMAIL ADDRESS _____

Daily ____ at Billing ____

Regular Mail _____

Current Address: _____

Please call with any questions or concerns.

Thank You,

W. B. "Chuck" Charles
Accounting Manager



2100 East Prospect Road, Fort Collins CO 80525
(970)226-1000 Fax (970)416-6973

Subject: Important Update Regarding Accommodation Fee

We hope this letter finds you well. We wanted to inform you about an important update regarding our payment processing methods. As part of our commitment to providing you with excellent service, we strive to be transparent about any changes that may impact our valued clients.

As you may be aware, Sutherlands allows credit card payments on in-store charge accounts and we will continue to do so. However, to offset the additional costs of this practice we have made the difficult decision to implement a 1.5% accommodation fee for accounts paid in a form other than cash, check or debit card.

By introducing this fee, we can continue to provide you with the exceptional service you expect, without compromising our ability to offer competitive pricing and maintain the quality of our products and services. This fee will also allow us to keep the overall product cost down, ensuring that our products remain affordable for our valued customers.

We understand any additional fees may raise questions or concerns. However, we want to assure you this fee is necessary to help offset the direct expenses we incur. By implementing this fee, we can ensure transparency and fairness in our business operations.

Should you have any questions or require further clarification regarding the accommodation fee, please do not hesitate to reach out to Chuck Charles, our Accounting Manager. Chuck will be happy to address any concerns you may have and provide you with the necessary assistance. You can contact Chuck at 970-226-1000 or ccharles@sutherlandsldr.com.

We greatly value your continued support and trust in our company. Thank you for your understanding and cooperation in this matter. We look forward to continuing our successful partnership with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Taylor". The signature is written in a cursive style with a long, sweeping underline.

Rick Taylor General
Manager