



CORPORATE ACCOUNT APPLICATION FORM - NON AFFILIATES
Statement-Of-Account Based Account (SOA)

BRANCH OF APPLICATION:

Empty text box for branch of application

DATE OF APPLICATION

Month - Date - Year input fields

CREDIT LINE DESIRED

Credit line amount input fields: P [] , [] , 0 0 0 . 0 0

TELL US ABOUT YOUR COMPANY

Company information fields: Type of Business, Nature of Business, Company Name, Division, Trade/Business Name, Business Address, Company Website, Tax Classification, Withholding Tax Classification, etc.

YOUR BANK REFERENCES

Bank reference table with columns: BANK, BRANCH, ACCOUNT NUMBER, S/A, C/A

WHO WILL APPROVE YOUR PURCHASE ORDERS?

Approval fields for two individuals: (1) NAME, POSITION, DEPARTMENT, EMAIL, LANDLINE, MOBILE, SIGNATURE

WHO WILL RECEIVE GOODS AND SIGN OUR INVOICES?

Delivery and signing fields for two individuals: (1) NAME, POSITION, DEPARTMENT, LANDLINE, MOBILE, EMAIL, DELIVERY LOCATION, SIGNATURE

WHERE, WHEN, AND FROM WHOM DO WE COLLECT PAYMENTS?

Address Every? (e.g., 5th day of
 the month, every
 Tuesday, etc.)

Contact Person/s for collection of Payment

(1) NAME
 POSITION DEPARTMENT
 EMAIL
 LANDLINE MOBILE
 (2) NAME
 POSITION DEPARTMENT
 EMAIL
 LANDLINE MOBILE

Statement of Account Email Recipient

UNDERTAKING OF THE COMPANY-APPLICANT

We/I certify that all the information given in this application are complete and accurate. We/I authorize RHI Builders and Contractors Depot Corp. (RHIBCDC) to obtain information concerning any statement made herein. We/I acknowledged that we/I have read the terms and conditions governing the RHIBCDC Corporate Account written in this application form and agree to abide by the same.

FINANCE HEAD'S PRINTED NAME _____ SIGNATURE _____ DATE _____

TERMS AND CONDITIONS

- The ACCOUNT** – refers to the credit privileges provided by RHI Builders and Contractors Depot Corp. (RHIBCDC) in favor of the company-applicant allowing the latter to purchase on credit from any RHIBCDC branch and charging the same therein. Grant and use of the privilege in the account is subject to the sole discretion of RHIBCDC which may be withdrawn at any time and for whatever reason;
- CREDIT LIMIT** - refers to the maximum amount that the company-applicant may use to purchase on credit and to be charged to the Account subject to the payment schedule and guidelines as indicated herein and to be provided by RHIBCDC from time to time at its sole discretion;
- PAYMENT OF PURCHASES** – All purchases made by the company-applicant between the 1st to 15th of the month shall be paid on the 15th day of the following month while purchases made between the 16th to the 30th/31st of the month shall be paid on the 30th or 31st day of the following month. Payments shall be made at any RHIBCDC branches.
- PENALTY & INTEREST CHARGES** – Any amount that remains outstanding after its due date shall be charged with 14% p.a. interest, 4% per month penalty and liquidated damages equal to 25% of the amount due but in no case be less than Php50.00. In addition thereto, any default in payment shall entitle RHIBCDC to suspend the Account of the company-applicant immediately even without prior notice and reinstatement of the same shall be subject to the sole discretion of RHIBCDC;
- TERM** – The credit accommodation granted to the company-applicant is valid for one (1) year period upon approval of the application subject to renewal for another like period provided that the company-applicant renews the same by filling out a new application form and submitting the same to any RHIBCDC stores at least thirty (30) days from the date of term expiry. No Account shall be renewed unless a new application form is submitted;
- MODIFICATION, TERMINATION & SUSPENSION OF ACCOUNT** – RHIBCDC reserves the right to solely terminate and suspend the Account without prior notice and for whatever reason without incurring liability to the company-applicant. In such a case, all obligations in the Account shall become immediately due and demandable and subject to the provision of condition number 4 hereof at the sole discretion of RHIBCDC. Likewise, RHIBCDC reserves the right to solely decrease or increase the Credit Limit granted to the company-applicant at any time and for whatever reason and even without prior written notice. By virtue of this provision, the company-applicant hereby holds RHIBCDC, its stockholders, officers and employees free and harmless from any and all claims and liabilities arising from such modification of the Credit Limit and/or termination or suspension of the Account;
- GENERAL PROVISION** – RHIBCDC reserves the right to issue and/or revoke any existing and future conditions relative to the treatment of the Account at any time and any such new issuances shall form part of the terms and conditions hereof to which the company-applicant hereby acknowledges. Failure of RHIBCDC to require or enforce the performance of any provision hereof or any future issuances or to act accordingly in case of breach of any of the provision hereof shall not in any manner be construed as a waiver of the right to require or enforce the same or be held to be a waiver of any succeeding breach of any provision, or a waiver of the provision itself. Should RHIBCDC be forced to litigate by reason of this Agreement, company-applicant hereby agrees to pay Twenty-Five percent (25%) of the total amount due as liquidated damages and another Twenty-Five percent (25%) of the total amount due as Attorney's fees, but in no case be less than Php500.00, plus cost of suit. Any action arising from this Agreement shall be brought before the proper court in Quezon City to the exclusion of all other venues.

FOR RHI BUILDERS AND CONTRACTORS DEPOT CORP. MANAGEMENT USE ONLY

DOCUMENTS SUBMITTED (To be filled out by the Store Officer)

Note: Please check all the documents submitted by the company-applicant.

- Sample PO SEC Registration Trade References Copy of PEZA Certificate DTI Registration
 Business Permit BIR Registration Bank References Copy of Alien Certificate
 Sample specimen signatures of authorized signors Board Resolution or Secretary's Certificate authorizing signors

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| ENDORSED BY STORE MANAGER/CBM/CBO | NOTED BY GCBM AND GENERAL MANAGER | APPROVED BY CREDIT SERVICES MANAGER |
| _____ SIGN OVER PRINTED NAME | _____ SIGN OVER PRINTED NAME | _____ SIGN OVER PRINTED NAME |