

Business Contact & Information

Business Name

E-Commerce Sales?

☐

Yes

☐

No

Business Address

Line 1

City, State

Line 2

Zip Code

Business Information

Phone

Email

Phone

Email

Website

DUNS #

FEIN #

☐

I would like to receive product, marketing, and sales updates.

Bank Information

Bank Name

Contact Name

Bank Address

Line 1

City, State

Line 2

Zip Code

Phone

Email

Accounts Payable (AP) Information

AP Address & Contacts

Line 1

City, State

Line 2

Zip Code

Phone

Email

AP Contact

Phone

Email

Phone

AP Contact

Phone

Email

Phone

Sales & Use Tax Blanket Certificate of Resale

Completion of this form certifies that all material, merchandise, and/or goods purchased by the undersigned from Techno-Aide, Inc. on or after the date of _____ is purchased for the following purpose(s):

- ☐ Resale as tangible personal property, or resale of a service subject to tax.
- ☐ A component part of an article to be produced for sale by manufacturing, assembling, processing, or refining.
- ☐ Rental or leasing of tangible personal property.
- ☐ To be exported for sale, use, and/or consumption outside the continental limits of the United States.
- ☐ Other (indicate reason): _____

Sales Tax Registration/Certificate Number

_____ Dated _____

Name of Registered Business

Registered business address and Contact

Line 1	_____	City, State	_____
Line 2	_____	Zip Code	_____
Phone	_____	Phone	_____
Email	_____		

To comply with state and federal tax and use laws, Techno-Aide requires this document be completed in its entirety, validated, and signed before it is considered valid, and prior to any purchase. This certificate will remain in effect until revoked by the purchaser or governing body. Once a valid certificate is on file, it is not necessary to obtain additional copies for subsequent purchases. Techno-Aide will accept an alternate Sales and Use Tax Blanket Certificates of Resale in certain circumstances. All alternate certificates or subsequent documents are subject to preapproval by Techno-Aide. Techno-Aide reserves the right to reject any alternative documentation for any reason.

☐ I hereby certify that all provided information is accurate and in compliance with state and federal regulations.

Signee Name: _____ Signature: _____

Signee Title: _____ Date: _____

Techno-Aide Purchasing Terms & Conditions

Tax Notice

Taxes (where applicable) are charged per order by federal standards. Orders originating from the state of Tennessee are subject to Tennessee state sales tax and will be billed accordingly, unless a valid tax exemption certificate is on file with Techno-Aide prior to an order being placed. Techno-Aide will not revise any order for tax purposes if a certificate of tax exemption is provided after an order is placed.

Payment Terms

Payment terms are Net 30 days from the date of invoice on all accounts, new or otherwise, with approved credit. For your convenience we accept MasterCard, VISA, American Express, Discover, ACH, and Wire Transfer. All wire transfers include a flat \$30 fee per order in the original quote. Discounts do not apply to shipping, wire transfer fees, or bank fees. Techno-Aide reserves the right to suspend or cancel any shipment or order if any customer invoice is not paid (partial or full) within defined due dates as determined by Techno-Aide, or if Techno-Aide deems otherwise necessary. Techno-Aide is entitled to receive all expenses of collection, including but not limited to, attorneys' fees and applicable charges, related to any action initiated to collect past-due amounts. Third party collection fees and legal fees must be paid in full before an account will be reopened and are the sole responsibility of the customer. Techno-Aide reserves the right to deem an account "Payment in Advance" or "Pre-paid" status for as long as necessary in the event an account fails to pay with the pre-determined guidelines noted above, or for any other reason Techno-Aide deems necessary.

Ordering

Techno-Aide does not require a minimum dollar amount, or minimum order quantity, to place an order for any product. Techno-Aide reserves the right to change this policy as deemed necessary. Techno-Aide specifically reserves the right to require a minimum purchase amount or establish specific terms and regulation, including but not limited to standing orders, to provide certain specialty pricing or guarantee certain manufacturing lead times.

Techno-Aide defines standard orders as non-specialty or non-custom products as noted on the original purchase order.

Techno-Aide is not responsible for duplicate shipments in the event any revised and/or resubmitted order (for any reason) is not clearly marked or notated accordingly. Orders such as these must be clearly marked and notated with specific identification of a request to not duplicate the order. Some examples are: "do not duplicate"; "revised order." It is the sole responsibility of the customer to provide accurate information prior to Techno-Aide processing a revised and/or resubmitted purchase order. Confirmation by Techno-Aide of a non-duplicate request is required to contest any error in order duplication. Restocking fees will apply to duplicate shipments that do not meet the required steps mentioned above.

Techno-Aide Will Accept Orders in the Following Manners

Email Orders - Orders must be sent to Orders@Techno-Aide.com. No other email address will be accepted for order requests, unless specifically noted by Techno-Aide. All orders sent to this email address will be processed in the order they are received. Techno-Aide offers no guarantee of order entry and confirmation on the same date an order is received. Orders sent to this email will be entered and charged based on the individual account status. All orders placed via email confirmation to the primary contact email noted or on file. It is the customer's responsibility to provide accurate and current contact information prior to, or with order submission. When applicable, customers will receive a unique sales order number and confirmation number via the designated contact email on file.

Phone Orders - Orders placed by phone will require a valid contact email address at the time of the order. An emailed copy of the order will be sent to the customer on a Techno-Aide proprietary order form for final verification and authorization prior to processing. Payment processing and shipping calculation will depend on an individual account status and may require an additional step.

Additional Contact Information

Contact		Title	
Email		Phone	
Contact		Title	
Email		Phone	
Contact		Title	
Email		Phone	
Contact		Title	
Email		Phone	
Contact		Title	
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 I would like to receive product, marketing, and sales information and updates from Techno-Aide.