

# International Account Application

10150 York Road, Suite 300  
Hunt Valley, Maryland 21030  
Phone: (443) 318-8001 / Fax (410) 683-7084  
Email: books@diamondbookdistributors.com

A #	_____
DC	_____
SM	_____
SOL	_____
(Office Use Only)	

**All Orders Are Firm Sale**

## 1. GENERAL INFORMATION

APPLICANT'S LEGAL BUSINESS NAME \_\_\_\_\_

SHIPPER'S NAME \_\_\_\_\_

BILL TO ADDRESS: \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

Street Address \_\_\_\_\_

Street Address \_\_\_\_\_

City ( ) Postal Code ( ) Country ( )

City ( ) State ( ) Zip ( )

Store Phone Office Phone Fax

Phone Fax

E-mail Address \_\_\_\_\_

## 2. CREDIT INFORMATION

Tax Returns and/or financial statements may be required for consideration of extended terms other than cash on delivery.

**BUSINESS REFERENCES-NO PERSONAL, CHARACTER OR PRE-PAY REFERENCES, PLEASE.**

Company Name	Address	Telephone #	Account #
_____	_____	( )	_____
_____	_____	( )	_____
_____	_____	( )	_____

## BANK REFERENCES

Bank	Branch Address	Telephone #	Account #	Account Type
_____	_____	( )	_____	<input type="checkbox"/> Business or <input type="checkbox"/> Personal <input type="checkbox"/> Savings or <input type="checkbox"/> Checking

## 3. BUSINESS OPERATIONS

Type of Ownership (✓ one) \_\_\_\_\_  Corporation  LLC  Individual Owner  Partnership

Type of Operation (✓ all that apply)  Retail Store  Retail Chain (# of Stores \_\_\_\_\_)  Internet  Wholesale

How long has this business been in existence? \_\_\_\_\_ years. How long have you owned this business? \_\_\_\_\_ years. How many stores do you operate? \_\_\_\_\_.

If corporation: Year of Incorporation \_\_\_\_\_

## 4. OWNER INFORMATION

CAUTION: INCOMPLETE INFORMATION MAY RESULT IN DELAY OR NON-PROCESSING OF APPLICATION.

- If individual owner, complete information below for owner and spouse. • If partnership, complete info below for all partners. Total # of partners \_\_\_\_\_
- If corporation, complete information below for officers/principals. • If LLC (Limited Liability Company), complete information below for officers/principals.

Name	Title	Home Address (Street, City, State, Zip)	Home phone	Email
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

BUYER: \_\_\_\_\_ Name Phone Email

ACCOUNTS PAYABLE: \_\_\_\_\_

## 5. APPLICANT AGREEMENT / BLANKET CERTIFICATE OF RESALE

Must be completed by all applicants.

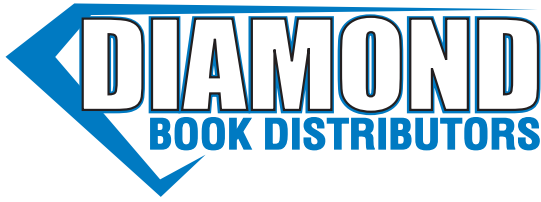
This is to certify that I am licensed to do business in the State/Province/Country of \_\_\_\_\_, and that all material, merchandise, and/or goods purchased by the undersigned from Diamond Book Distributors after \_\_\_\_\_ is purchased for the purpose of resale as tangible personal property. This certificate shall be considered a part of each order which we shall place.

Purchaser's Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City State Country Zip

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Title \_\_\_\_\_  
Purchaser's Sales Tax Registration Number \_\_\_\_\_

I attest that I am authorized to conduct business on behalf of the Applicant. My signature below authorizes you to conduct any business/personal investigation necessary to establish and maintain an account with your company. I hereby certify that the information provided herein for the purpose of opening an account with your company is true and correct. My signature also acknowledges that I have read, fully understand, and expressly acknowledge and agree to be bound by Diamond Book Distributors' Terms of Sale (see reverse), and that I have retained true & exact copies of these Terms of Sale for my records. I also acknowledge that Diamond Book Distributors may use, and disclose to, any person or entity, the information submitted herewith for any legitimate business purpose. I consent that faxes of this application and faxes of my signature will be considered originals.

Applicant's Printed Name Applicant's Title Applicant's Signature Date



# International TERMS OF SALE

**Diamond Book Distributors**  
10150 York Road #300  
Hunt Valley, MD USA 21030

Email: [books@diamondbookdistributors.com](mailto:books@diamondbookdistributors.com)  
Phone: 001-443-318-8001  
Fax: 001-410-683-7084

**I. DISCOUNT SCHEDULES** (All discounts are off invoiced list price, subject to written confirmation.)

**A. RETAILERS**

1. GRAPHIC NOVELS & ROLE-PLAYING GAME BOOKS (except short discount items; please consult with your Sales Representative for details):  
Direct to Stores: 46% Retail Distribution Center (RDC): 50%  
RDC discount is available if: the retail account has four or more locations and is supplied by a consolidated warehouse capable of receiving full skids of merchandise, and RDC orders are placed in carton quantities; otherwise orders will be rounded to the nearest carton quantity or a minimum of 30 copies.
2. ALL OTHER MERCHANDISE (CCGs, CMGs, DVD/VHS, trading cards, toys, apparel, etc.): Please consult with your Sales Representative.
3. Order Minimum: The minimum order is \$250 retail value. All publishers and formats will combine to meet the order minimum. Orders of less than \$250 will result in a flat discount of 35%, non-returnable, on all products, less 5% of net for shipping and handling.
4. Annual Minimum: If an account's annual volume with Diamond Book Distributors is less than \$100,000, the base discount for all formats will be 40%.

**B. WHOLESALERS**

1. GRAPHIC NOVELS & ROLE-PLAYING GAME BOOKS (except short discount items; please consult with your Sales Representative for details):  
Annual volume less than \$10,000: 40%  
Annual volume \$10,000 to \$99,999: 50%  
Annual volume \$100,000+: 52%
2. ALL OTHER MERCHANDISE (CCGs, CMGs, DVD/VHS, trading cards, toys, apparel, etc.): Please consult with your Sales Representative.
3. Order Minimum: The minimum order is \$250 retail value. All publishers and formats will combine to meet the order minimum. Orders of less than \$250 will result in a flat discount of 35%, non-returnable, on all products.

**C. STOP ORDERS** (5 units or less): 25% off list, non-returnable, less 5% of retail for shipping and handling (\$4.95 minimum). Prepaid orders should include shipping and handling charges.

**II. CO-OP ADVERTISING ALLOWANCES**

Please consult with your Sales Representative about our co-op policy.

**III. SHIPPING:** FOB United States, at DBD's discretion.

**IV. BACKORDERS**

All sales to International customers are firm sales unless otherwise agreed. DBD is willing to supply or cancel backorders at the customer's preference. Unless notified otherwise, DBD will automatically backorder all qualifying titles for 90 days.

**V. DAMAGES & SHORTAGES**

Merchandise damaged prior to transit, or shorted in shipments, may be reported to DBD for replacement (or credit, if replacements are unavailable), provided that damages or shortages are reported within 60 days of the customer's receipt of the shipment and the damaged merchandise is returned as directed.

**VI. RETURNS**

All sales to International customers are firm sales unless otherwise agreed. All returns must be full-copy, with customers paying the freight, unless specified otherwise, and will be credited at the same discount as the customer received. Returns

must be accompanied by a packing slip, placed within the first carton. Cartons must be marked "1 of x," "2 of x," etc. Returns without a packing slip will be charged 5% of invoiced value. Returns will not be accepted for the following: Books returned that are not DBD titles, or are purchased on a non-returnable basis, open boxes of products sold in packs, store damages such as stickers or ink marks, or Out-of-Print more than 180 days. Returns must be properly packed to prevent damage in shipping. Improperly packed returns will not be credited and will be returned to customers at their expense. Customers will be notified of any discrepancy or rejection of returns, and, at customer option, rejected returns will be sent back to the customer at a charge of \$3.00 per box plus shipping, provided customer elects this option within 14 days.

**Returns should be sent to:**

Diamond Book Distributors  
7485 Polk Lane  
Olive Branch, MS 38654

**VII. PAYMENT TERMS/CREDIT GUIDELINES**

Payment terms are set on a case-by-case basis, based on information provided on DBD Account Application and other financial data. Invoices not paid within terms will be subject to a late payment fee of 1.5% per month. Checks returned to DBD for any reason are subject to a \$25.00 service charge. DBD will assess an additional 33% of balances owed should it become necessary to refer an account to a collection agency or attorney.

**VIII. LIABILITY DISCLAIMER**

The information contained in DBD publications, including but not limited to prices, content, availability, suitability for non-mature readers, product safety, and release or shipment dates, is based solely on information DBD receives from the suppliers of the product. DBD makes no representation or warranty as to the accuracy of this information, and is not liable for any claims or losses resulting from any inaccuracies contained therein or the customer's sale of the product. All warranties, conditions, representations, indemnities and guaranties, whether express or implied, arising by custom, prior oral or written statement by DBD or otherwise (including, but not limited to, any warranty of merchantability or fitness for a particular purpose) are expressly excluded and disclaimed. DBD reserves the right to cancel orders, at any time and, from time to time, for any merchandise, without responsibility therefore, in whole or in part, for good cause including manufacturers' cancellation, unacceptable delays, poor quality, or insufficient orders.

**IX. GOVERNING LAW**

All legal disputes arising as a result of or with respect to these Terms of Sale will be governed and settled by the laws of the State of Maryland, excluding the conflict of law rules of that state and the customer agrees that jurisdiction and venue shall rest exclusively within the courts of the State of Maryland including the United States District Court for the District of Maryland.

**X. ENTIRE AGREEMENT**

If any part, term, or provision of these Terms of Sale are held to be invalid or unenforceable, the validity of the remaining portions shall not be affected and the invalid provision shall be deemed excluded from these Terms of Sale.