NEW CUSTOMER APPLICATION

Gourmet International
Importers & Distributors of Specialty Foods
A Chex Finer Foods Company

This form must be filled out by the Sales Representative in order to open the account. Once completed please email to: Info@gourmetint.com

Sales Representative Name: _____

Sales Representative Company Name: _____

Customer Company Name: _____

Address: _____ **City:** _____ **State:** ____ **Zip** _____

Phone: _____ **Email:** _____

Type of Company: ☐ **Brick and Mortar** ☐ **Ecommerce** **Business Website** _____

Buyer Name: _____ **Phone:** _____

Buyer Email: _____

Accounts Payable Name: _____ **Phone:** _____

Accounts Payable Email: _____

Preferred Method of Payment: (ACH or Credit/Debit Card)

Card Number: _____ **Card Expiration Date:** _____

☐ **Visa** ☐ **Mastercard** ☐ **American Express** ☐ **Discover**

Items needed to be attached to this form:

☐ **Resale Certificate** ☐ **Certificate of Tax Exemption**

*This form must be filled out in order for the customer to be set up in our system, This information will be used to set the customer up as PREPAY. If they would like terms, please have them fill out a full credit application.

*There is a 2% processing fee for all credit cards in all states for the exception for California, Colorado, Connecticut, Florida, Kansas, Main, Massachusetts, Oklahoma, Texas.

This form must be filled out by the Sales Representative in order to establish delivery protocol. Once completed please email to: Info@gourmetint.com

Company Name: _____

Address: _____ **City:** _____ **State:** ____ **Zip** _____

Warehouse Receiving Contact: _____ **Phone:** _____

Warehouse Receiving Email: _____

Delivery Appointment Necessary? ☐ **Yes** ☐ **No**

We Have: [Click That Apply]* ☐ **Need Lift Gate** ☐ **Have Limited Access** ☐ **Need Inside Delivery** ☐ **Have Loading Dock**

Contact Name for PREPAY Orders: _____ **Phone:** _____

Please Check The Appropriate Delivery Method:

☐ **Gourmet International Truck Delivery [Michigan and Illinois]**
Your delivery day will depend on current delivery schedules in your area
We do NOT deliver on Saturdays, Sundays and Holidays
We need to receive your order by 1pm [EST] the day before your delivery
Any orders below minimum are subject to being shipped FEDEX
All first orders, and customers without term will need to provide payment before delivery

☐ **LTL Delivery**
Please allow up to two weeks for delivery
Upon delivery, a Bill of Lading requires signature verifying receipt
If you are a PREPAY customer, we will ship your order upon securing payment VIA Credit/Debit card or ACH

☐ **FedEx and UPS Delivery**
FedEx charge may include a $10 cooler box charge in warm climate and or seasons
FedEx cannot deliver to a P.O. box
Additional charges apply to overnight, rush and or Saturday deliveries
Customers can use their own FedEx account number if so desired
Orders too large to ship with FedEx will be shipped LTL

Preferred Receiving Hours:

Monday	From: _____	◯ a.m.	◯ p.m.	To: _____	◯ a.m.	◯ p.m.
Tuesday	From: _____	◯ a.m.	◯ p.m.	To: _____	◯ a.m.	◯ p.m
Wednesday	From: _____	◯ a.m.	◯ p.m.	To: _____	◯ a.m.	◯ p.m.
Thursday	From: _____	◯ a.m.	◯ p.m.	To: _____	◯ a.m.	◯ p.m.
Friday	From: _____	◯ a.m.	◯ p.m.	To: _____	◯ a.m.	◯ p.m.

*All incremental expenses incurred for special services required at the time of delivery are not covered by gourmet international. NO EXCEPTIONS!

Minimum order amount must be met regardless of an out of stock item to receive free freight. In an effort to provide the best value to our customers, Gourmet International will pay shipping costs up to 10% of the invoice value when minimums are met; anything over that amount will be invoiced to the customer.

Freight Minimums for prepaid freight are as follows:

$1,200 to Lower Mid Michigan ($2,000 to Northern Michigan and the Upper Peninsula
$2,000 to IL, IN, OH and WI
$3,000 to AR, CT, DE, IA, KY, MA, MD, MN, MO, NC, NJ, NY, PA, RI, SC, TN, VA, WV
$3,500 to AL, FL, GA, KS, LA, ME, MS, ND, NE, NH, OK, SD, TX, VT
$4,000 to AZ, CA, CO, ID, MT, NM, NV, OR, UT, WA, WY
Prepaid freight is not available for AK and HI

Order Minimums for Gourmet International Fleet Delivery:

$500 Grand Rapids, MI
$750 Frankenmuth and Lower Michigan
$1,000 Chicago

A Cooler Box Charge of $10 Per Box:

The Cooler Box Charge will be added to an order seasonally or to warmer climate locations. Orders of Perishable items such as fish, meats, and cheeses are subject to an overnight shipping surcharge. All Incremental expenses incurred for services required at the time of delivery are not covered by Gourmet International and will be passed through to the customer. These include, but are not limited to; lift gate charges, inside delivery, limited access locations, residential or high-cost area charges assessed by carrier and fuel surcharges.*

Perishable Goods Are Not Guaranteed:

Gourmet International will not issue a credit for product not maintained at the temperature recommended by the manufacturer. Gourmet International does not guarantee see-through on any products.

I have read, understood, and except the terms and conditions.

Signature _____ **Date** _____

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