

JDS Marketing & Sales New Customer Application

Fax Back to: 800-982-5720

The undersigned company is opening an account with JDS Marketing & Sales and agrees to abide by the standard terms and policies of JDS Marketing & Sales. Terms and Policies will accompany this form unless prior distribution has occurred. The undersigned also understands only COMPLETE applications will be considered.

Company Name _____	DBA (if different) _____
Contact Person _____	State/Local Resale ID # (Tax ID) _____
Address _____	
_____ Street	_____ City _____ State _____ Zip _____
Phone _____	Fax _____
Email _____	Web Address _____
Type of Business _____	Authorized Purchaser(s) _____

My Business is: Retail Location Only Web Site Only Retail Location & Web Site

SHIPPING INFORMATION

Shipping same as billing I will be Drop Shipping to my customers Both; Orders will come to my store & will be drop shipping

Ship address: _____
(If different than billing) _____ Address _____ City _____ State _____

JDS Ship Types: JDS ships via Ground Service. We offer upgraded shipping (additional shipping fees apply), Ship upgrades include; 3 day select, second day air, next day air & next day air Saturday delivery (if shipped on a Friday overnight).

International Shipping: JDS will ship to international destinations via UPS only. This is a costly service and may incur customs and/or duties based on the specific country shipping to. JDS is not responsible for these fees or any other fees applied to international shipments. JDS will provide tracking information on shipments sent via UPS only.

Drop Shipping: JDS will dropship for no additional fees. Simply place your order with your billing information and the shipping address you wish for us to ship your order to. We do not send pricing information in our packages.

Gift Messaging: JDS will send a gift message on orders placed via email or on-line only for no additional fees. If placed via email you simply attach a gift message to the order or write it on the order itself. Attached gift messages must include your account number and drop shipping information so as not to separate the message from the order. If placed via on-line simply select the GIFT MESSAGE choice and write your message in the given text box.

TERMS & POLICIES

Engraving & Personalization Information-All gifts can be personalized with on or more of the following; Names, Initials, Dates, etc. Each gift is pictured in the brochure with the font available for engraving. Please reference the "Font Used" column of the price list. Please enter and review your personalization carefully. Note, all dates are engraved using hyphens (example:10-6-12). Here are some guidelines for personalization: Enter personalization as you would like it to appear with capital letters, lower case letters, numbers, punctuation and characters such as &, @ or *. Do not type in all capital letters or all lower case letters unless that is how you want the item to appear. We are unable to reproduce international characters. Please enter only characters that appear on standard American keyboards. Most gifts can accommodate multiple lines of engravings. If a monogram is desired, please specify "monogram font" when ordering. The initials for a monogram should be listed in this order: First Last, Middle initial. All personalization is included in the pricing. See price list for available character limits. Please call customer service at 800-972-3691 with any unanswered engraving or personalization questions.

Order Processing & Fulfillment-We ship Engravable gift orders within 2-3 business days. We will ship all candle and favor orders within 5-6 business days. Although our production team can accommodate most circumstances, please place orders in advance to avoid a rush fee (\$15.00). Changes cannot be made to an order once it has been received without a \$25.00 change free. All orders ship via UPS ground service unless a shipping upgrade is specified. Please Note: Candle and favor orders will ship and invoice separately from engravable gift orders. JDS requires you to use our order form or a format of which all necessary information for processing your order will be present. JDS cannot be responsible for missing information if left off order.

RETURNS/EXCHANGES/DAMAGES

Please inspect goods IMMEDIATELY. Any defects or damages MUST be reported within 7 business days of delivery date. PERSONALIZED items cannot be returned or exchanged. Any defective or damaged merchandise that is returned to JDS for inspection must be properly packaged; JDS will not be responsible for any further damages due to improper return packaging. Any defective or damaged merchandise you wish to exchange or return must have an RA NUMBER before returning. JDS will gladly reimburse return shipment costs of authorized exchanges/returns (non-personalized merchandise returned for credit will not qualify for shipping reimbursement). Express shipping costs will not be reimbursed; only ground services will be reimbursed. JDS will pay to ship authorized replacements via UPS ground service only. Please place your gift order at least 3 weeks prior to event date; this will help alleviate rush-shipping charges. Please call 1-800-972-3691 for Return Authorization.

PAYMENT TERMS

Payment Terms: JDS accepts all major credit cards. We accept Visa, MasterCard, American Express and Discover.
· If terms are desired you can apply for: Net 10 terms upon approved credit. Inquire to customer service for credit application 800-972-3691. Invoices are mailed twice a week to all net 10 customers.
· If credit has not been established by customer, orders will be shipped COD company check without notice.

If using credit card for purchases please indicate cc number here _____ / _____
_____ Card Number _____ Exp Date

I have read and agree to the terms and policies listed above. I also understand I am responsible for that information.

Authorized Signature: _____ Date _____
Printed Name _____ Title _____