

The Learning Bug

Application for In-Store Credit Account

An in-store account with The Learning Bug makes it easy for your teachers to buy the resources they need when they need them, and makes it easy for you to track and control your expenses. If you have any questions, I'm glad to help. Mail the completed form to **1796 E Route 66 • Flagstaff, AZ 86004-5119** or fax it to **(928) 214-8345**.

School: _____ Contact Name: _____

BILL TO:

SHIP TO:

Name: _____

Name: _____

Address: _____

Address: _____

City: _____

City: _____

State: _____ Zip: _____

State: _____ Zip: _____

Phone: (____) _____

Phone: (____) _____

Fax: (____) _____

Fax: (____) _____

Email: _____

Requested Credit Limit: _____ (\$1,000.00 maximum)

Require Purchase Order: () Yes () No

If you require purchase orders, a teacher will not be allowed to charge items to your account without an approved P.O. The P.O. Number will appear on all receipts and invoices.

Account Members:

To limit account purchases to specific individuals, provide the following information, or leave blank to allow all staff to charge to your account (with a valid P.O.):

First and Last Name:

Phone Number:

Enclose additional sheets if necessary.

About The Learning Bug:

You may need the following information for your records. Please call if you need further information about our company.

Federal Tax ID: 02-0694564

D-U-N-S Number: 13-333-3869

Date Incorporated: 27-May-2003

We accept Navajo and Hopi Tribe Checks (AZ Dept. of Revenue Form 5000 required for tax exemption)



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How it works:

If you have chosen to require purchase orders, a teacher must obtain a purchase order before they come to the store and they must bring the PO with them. When teachers charge items to your account, they will receive their regular receipt as well as an invoice. This invoice is for your convenience. At the end of each month, a statement will be mailed to you detailing individual purchases made during the month.

Prices & Discounts:

Prices and discounts are subject to cancellation or change without notice. We encourage you to visit our web site www.azlearningbug.com for current pricing. The standard 10% teacher discount will be applied to approved educational institutions. Additional discounts are available for volume purchases. Total discounts, including sales and coupons, not to exceed 25%

Terms:

Accounts will be invoiced monthly after the last day of each month. **Payment is due within 30 days of invoice.**

Past Due Accounts:

Balances over 30 days are subject to 1.5% PER MONTH service charge. Accounts must be current before subsequent orders can be placed. If the Customer breaches or attempts to breach any of the terms of this Contract or fails to make any payments when due under this Contract, the Customer shall pay to Company as part of a judgment all of the Company's costs and expenses, including reasonable legal fees, incurred by the Company in enforcing the terms of this Contract or collecting any payment due under this Contract. Accounts more than 60 days past due will be closed, assessed finance charges of 5% PER MONTH, and all discounts will be revoked.

Shipping:

If you choose to have your items shipped to you, shipping charges will apply.

Claims:

Please report shortages in shipment or errors in billing ***within 14 days of receipt.***

Returns:

The Learning Bug will accept returns on any merchandise within 30 days in good condition with an original receipt.

Cancellation:

You may close your account at any time. Account must be paid in full at closing. The Learning Bug reserves the right to cancel your account.

I agree to the terms of this agreement.

Administrator's Signature: _____ Date: _____

Print Name of Administrator: _____ Administrative Position: _____

Mail or fax the completed form along with an original business card or letterhead to:

**1796 E Route 66
Flagstaff, AZ 86004-5119
fax: (928) 214-8345**