

Adelaide Data & Phone Cabling
CREDIT APPLICATION FOR A BUSINESS ACCOUNT

BUSINESS CONTACT INFORMATION

Title:			
Company name:			
Phone:	Fax:	E-mail:	
Registered company address:			
City:	State:	Post Code:	
Date business commenced:			
Sole proprietorship:	Partnership:	Corporation:	Other:

BUSINESS AND CREDIT INFORMATION

Primary business address:			
City:	State:	Post Code:	
How long at current address?			
Telephone:	Fax:	E-mail:	
Accounts Payable contact:		Phone:	
City:	State:	Post Code:	
Credit limit required:			
Annual estimated turnover:			
Main services required:			

BUSINESS/TRADE REFERENCES

Company name:			
Address:			
City:	State:	Post Code:	
Phone:	Fax:	E-mail:	
Type of account:			
Company name:			
Address:			
City:	State:	Post Code:	
Phone:	Fax:	E-mail:	
Type of account:			
Company name:			
Address:			
City:	State:	Post Code:	
Phone:	Fax:	E-mail:	
Type of account:			

AGREEMENT – SEE TERMS OVERLEAF

1. All invoices are to be paid **14 days** from the date of the invoice.
2. By submitting this application, you authorise Adelaide Data & Phone Cabling to make inquiries into the business/trade references that you have supplied.

SIGNATURES

Title: Date:	Title: Date:
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PAYMENTS & WARRANTY POLICY

Adelaide Data & Phone Cabling offer services and are wholly committed to providing quality products installed by suitably qualified technical staff. Please observe the following before engaging our services and in the event of a fault - claiming a warranty. Failure to properly identify a warrantable item may result in further costs to you.

1. TERMS OF PAYMENT

- 1.1 The client will pay the technician on completion by Cash, EFTpos, Credit Card or Direct Bank Deposit (EFT).
- 1.2 Direct Bank Deposit payments will be accepted if the transaction is completed while the technician is on site & a receipt is produced.
- 1.3 Adelaide Data & Phone Cabling reserves the right to grant a **14 Day account** to approved clients at our discretion.
- 1.4 Should the client delay or default in respect to any payment due, Adelaide Data & Phone Cabling reserve the right to charge a late fee equal to 10% of the total outstanding balance for each (7) seven day period the account is outstanding.
- 1.5 Goods supplied are owned by Adelaide Data & Phone Cabling until such time as payment is received in full and ownership is transferred.
- 1.6 We are very flexible with our terms if we are asked from the beginning and we are contacted should difficulties arise, however it is our strict policy that goods will be removed from premises should no attempt at payment or contact be made beyond 21 days after invoice and after 14 days of an account entering arrears.
- 1.7 Should goods need to be removed, a site visit fee of \$220 is payable to re-connect / re-supply goods on top of our hourly labour cost to install those goods.
- 1.8 Un-paid accounts / accounts with un-paid late fees will not be eligible for warranty repairs.
- 1.9 Credit cards are accepted and we carry a mobile Eftpos machine in our van. All card transactions attract a **\$0.50 fee** plus a **1.6% transaction fee for Visa and Mastercard**. Amex and Diners cards are not accepted due to higher merchant fees.

2. QUOTATIONS

- 2.1 All quotations supplied are in no way a final offer of our services. We reserve the right to alter quotations if we find it necessary to due to omissions on job scopes.
- 2.2 Quotations are only valid for a period of 30 days - on most occasions these can be extended however prices can vary for any number of reasons - we reserve the right to refuse quotation acceptances after 30 days..
- 2.3 All quotations are provided on an as-is basis and are not to be taken as professional advice. Should professional advice be required before having works undertaken it is best to check that our quotation addresses all your requirements.

3. PARKING FEES

- 3.1 Any parking fees incurred are built into our rate structure and you are not directly liable.
- 3.2 Moving our vehicles to alternative car spaces to avoid parking fines will be factored into your quote or hourly rate and is not subject to clause 3.1. CBD jobs have a loading on them due to parking restrictions.

4 .QUALITY OF SUPPLIED PARTS

- 4.1 The client shall inspect the Goods and, within (7) seven days of installation, give notice to Adelaide Data & Phone Cabling of any defect.
- 4.2 If the client fails to give such notice in that time, the goods shall be deemed to be good condition & acceptable for the installation.

5. WARRANTY ON PARTS

- 5.1 5 Years in house warranty on all cables.
- 5.2 5 Years in house warranty on all Wall plates & fittings.
- 5.3 Not transferable after sale of property / business.
- 5.4 Un-paid accounts / accounts with un-paid late fees will not be eligible for warranty repairs.
- 5.5 Tenants employing Adelaide Data & Phone Cabling will not be able to transfer warranty to the landlord or a new tenant.

6. WARRANTY ON ELECTRICAL COMPONENTS & DATA CABINETS

- 6.1 As stated by the manufacturer - i.e. Telephone Handsets, Network Hubs, Routers, Rack Units, Frames, etc.

7. WARRANTY ON WORKMANSHIP

- 7.1 5 (FIVE) years on all workmanship.
- 7.2 Not transferable after sale of property / business.
- 7.3 Tenants employing Adelaide Data & Phone Cabling will not be able to transfer warranty to the landlord or a new tenant)
- 7.4 Un-paid accounts / accounts with un-paid late fees will not be eligible for warranty repairs.

8. WARRANTY DOES NOT INCLUDE CLAIMS FOR REPAIRS OR LOSS OF INCOME RESULTING FROM:-

- 8.1 Faults caused by Adelaide Data & Phone Cabling technicians working on pre-existing illegal or non standard cabling installed by other persons.
- 8.2 Inclement weather, fire explosion, acts of God or other like causes, interference from buildings, trees, transmitters, obstructions etc.
- 8.3 Loose plugs or leads.
- 8.4 Breakage and/or damage of in place cabling during requested cabinet swap-overs, relocations or alterations, including copper cabling and fibre optical cabling. We cannot be held liable for these types of damages as we cannot be in control of how these were initially installed.
- 8.5 Other persons interfering with the cabling other than Adelaide Data & Phone Cabling's technicians.
- 8.6 Damage caused to any hidden utilities caused by drilling into concrete walls or floors.
- 8.7 Faults in the carrier network (e.g. before the Network Boundary).
- 8.8 Damage caused by renovations.
- 8.9 Faulty phone/data cords not supplied by us.
- 8.10 Pests/animals chewing on wiring.
- 8.11 Corrosion caused by moisture.
- 8.12 Pre-existing cabling or parts.

- 8.13** Damage caused to cabling installed around carpet edge. (This is sometimes the only economical option to install a point in a desired location)
- 8.14** Damage caused by moving furniture or belongings to gain access for cabling.
- 8.15** Other events beyond our control.
- 8.16** It will be at Adelaide Data & Phone Cabling's discretion as to whether or not a warranty item is repaired, replaced or refunded for that component

9. ADDITIONAL FEES WILL BE CHARGED IF WE ARE CALLED OUT AND AS A RESULT;

- 9.1** NO FAULT WAS FOUND.
- 9.2** THE FAULT WAS NOT CAUSED BY OUR WORKMANSHIP.
- 9.3** THE FAULT WAS NOT CAUSED BY PARTS OR EQUIPMENT SUPPLIED BY US.

If you are experiencing a line fault please check the following before calling us:

- 1.** Unplug any equipment connected to the phone line including any alarms, phones, faxes, modems, extension bells, etc.
- 2.** Plug in a known good working corded phone and check each point.
- 3.** Check that all cords are plugged in correctly.
- 4.** Check that cords are plugged into the correct positions.
- 5.** Turn computer equipment off for approximately 1 minute. Then turn back on.

TO AVOID ADDITIONAL CHARGES, PLEASE CHECK THE ABOVE ITEMS CAREFULLY