

INFO AND CREDIT APPLICATION

GENERAL INFORMATION AND COMPANY POLICY

For Orders and Quotes Phone (800) 922-9226

➤ **Placing an Order**

Orders may be placed by phone or email sent to sales@candelacorp.com.

➤ **Quantity Pricing**

Please inquire about custom or bulk quantity discounts.

➤ **Hours of Operation**

Monday through Friday.
8:00 AM – 4:30 PM E.S.T. – Bethlehem, PA
8:00 AM – 4:30 PM P.S.T. – Huntington Beach, CA

➤ **Delivery Time**

We ship within 24 hours of receipt of an order for in stock products.

➤ **Freight Policy**

Unless otherwise specified, all orders will be shipped FEDEX, FOB Shipping Point. You are responsible for all freight charges. Deducted freight charges will be charged back. You may choose alternative shipping methods if a shipping account is provided.

➤ **Credit**

Satisfactory trade references must accompany your opening order. We can ship orders with credit card payment until credit is approved.

➤ **Minimum Order**

There is no minimum order requirement for quantity or dollar amount.

➤ **Prices**

Prices are subject to change without notice.

➤ **Quotations**

Quotations are available by phone or via email.

➤ **Terms**

Net 30 days from billing. Failure to comply with invoice terms may result in a credit hold being placed on your account. Frequently late accounts may be placed on credit card terms.

➤ **Claims**

Claim for a shortage, breakage, or any other return related inquiry must be made within ten (10) days of receipt of shipment. Direct ship orders are subject to the vendor's return policy.

➤ **Returned Merchandise**

Returned merchandise must have an authorization number provided by our Returns Department. We will gladly correct our errors at our expense. There will be a 25% restocking charge on all returns made outside of thirty (30) days of receipt of shipment plus freight charges.

➤ **Backorders**

All backorders will be shipped as soon as we receive merchandise from our vendors. You will be notified at the time of the order if we are unable to ship your order for any reason.

➤ **Cross Reference and Identification**

We can help identify a lamp over the phone. Send us a photocopy of your sample and if the lamp you need is not available, we will try to cross-reference.



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BILLING INFORMATION

Company Name (Include Parent Company if subsidiary) _____ (Area Code) Phone Number
_____ (_____) _____

Attention _____

Street Address _____ City _____ State _____ Zip Code _____

AP Contact Email Address _____ Invoice Only Email Address _____

PRINCIPAL OWNERS, OFFICERS AND STOCKHOLDERS

Name _____ Position or Title _____ (Area Code) Phone Number
_____ (_____) _____

PLEASE CHECK PROPRIETORSHIP PARTNERSHIP LIMITED PARTNERSHIP
 CORPORATION: State of corporation: _____ Date: _____

CREDIT REFERENCES (List 3 Suppliers Whose Terms Are net 30 Days)

Name _____ Address _____ Email Address/ Phone Number _____

West
5600 Argosy Ave, Suite 300
Huntington Beach, CA 92649

East
2550 W Brodhead Rd, Suite 300
Bethlehem, PA 18017



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TYPE OF BUSINESS

- RESALE (Card should accompany this application)
- WHOLESALE DISTRIBUTOR
- LIGHTING DEALER OR SHOWROOM
- SERVICE _____
- TAXABLE
- RETAIL (Type of Store) _____
- MANUFACTURER (Product) _____
- OTHER _____

We have read the terms and conditions of sale and agree to comply.

Signature of Company Officer

Title

Name

Date

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