



**APPLICATION FOR NEW DELIVERY CUSTOMER**

Clarendon Newsagency offers a daily delivery service for all your Local, National and International Newspaper and Magazine requirements. Our service also includes delivery to your home or office items such as Milk, Bread, Coffee and Tea.

**Surname:** ..... **Other name(s):** .....

**Company Name:** .....

**Delivery address:** .....

**Account address (if different to the above):**

.....

**Telephone: Business Hours:** ..... **After Hours:** .....

**Email:** .....

Please indicate the local, interstate or international newspaper(s) and/or magazine(s) you require:

| PUBLICATION | MON | TUES | WED | THUR | FRI | SAT | SUN |
|-------------|-----|------|-----|------|-----|-----|-----|
|             |     |      |     |      |     |     |     |
|             |     |      |     |      |     |     |     |
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|             |     |      |     |      |     |     |     |



Please indicate the additional products you require delivered. You will also need to complete the order form found at [http://www.clarendonnewsagency.com.au/new\\_delivery.htm](http://www.clarendonnewsagency.com.au/new_delivery.htm) and return it to us.

| PUBLICATION | MON | TUES | WED | THUR | FRI | SAT | SUN |
|-------------|-----|------|-----|------|-----|-----|-----|
| Milk        |     |      |     |      |     |     |     |
| Bread       |     |      |     |      |     |     |     |
| Coffee/Tea  |     |      |     |      |     |     |     |

**What date would you like deliveries to commence?..... (Please note for Milk and Bread this will be 3 business days from the date of receiving this application unless requested otherwise).**

Please note this application is for a trading account, not a credit account. If a statement is issued, full payment is due within 7 days of the issue date. A late payment fee will be charged if the statement is not paid within 7 days. We reserve the right to stop delivery if these conditions are not adhered to.

I/We hereby agree to abide by your account trading terms and conditions

Signed..... Date...../...../.....

In order to commence your delivery please complete the following page and fax this entire document to 03 9645 8333 or email to [info@clarendonnewsagency.com.au](mailto:info@clarendonnewsagency.com.au)

**Pay by Credit Card**

- (a) Please complete the attached form.
- (b) Your paper account balance for the month previous will be direct debited, electronically, from your credit card account, after the issue date of each monthly account.
- (c) Therefore avoiding late payment fees and/or the possibility of interruption to your newspaper home delivery supply.
- (d) Please note a 3.2% surcharge is applicable for American Express and Diners Club cards.



**DIRECT DEBIT REQUEST**

**Request and Authority to debit the Credit Card Account named below to pay Clarendon Authorised Newsagency. Please note a 3.2% surcharge is payable for American Express and Diners.**

|   |  |
|---|--|
| <p><b>Request and authority to debit</b></p>  | <p>Surname or company name _____</p> <p>Given names or ABN _____ (“you”)</p> <p>Request and authorise Clarendon Authorised Newsagency to arrange for any amount Clarendon Authorised Newsagency may debit or charge you to be debited through Electronic Funds Transfer from a Credit Card account held at the financial institution identified below subject to terms and conditions listed below</p> |
| <p><b>Insert the name and address of financial institution at which the account is held</b></p> | <p>Financial Institution _____</p> <p>Type of Credit Card _____</p>  |
| <p><b>Insert details of Credit Card account to be debited</b></p>                               | <p>Name of Card holder _____</p> <p>Card number    __/__/__/__  __/__/__/__<br/>                   __/__/__/__  __/__/__/__</p> <p>Expiry date     __/__/__ - __/__/__  CCV _____</p>  |
| <p><b>Acknowledgement</b></p>   | <p>By signing this Direct Debit Request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and Clarendon Authorised Newsagency as set out in this request and in our Account Trading Terms statement.</p>  |
| <p><b>Insert your Signature and your Address</b></p>  | <p>Signature _____</p> <p>(if signing for a Company, sign and print full name and capacity for signing e.g. Director)</p> <p>Address _____</p> <p>Date    __/__/__</p>   |