

# Credit Application

The undersigned hereby applies for credit with MechoShade Systems (UK) Limited (hereafter MSUK) and agrees to abide by its standard terms and conditions of sale as printed below and on the back of this form.

## PERSONAL GUARANTY

To induce MSUK in its discretion to extend credit or other financial Accommodations to the Buyer, and in consideration thereof, together with good and valuable consideration, the undersigned hereby unconditionally and irrevocably guarantees to MSUK the full and prompt payment of all invoices for all purchases made by the Buyer. Guarantor's obligations shall not be affected by Guarantor waives notice of (i) acceptance of this guaranty, (ii) any extension of credit from time to time given by the MSUK to the Buyer, (iii) demand for payment, presentment, protest, and notice of dishonour or nonpayment, and (iv) default by the Buyer. Guarantor further agrees to pay all reasonable legal fees and costs of collection incurred by MSUK in the event of the breach and/or Guarantor's obligations hereunder.

The undersigned also hereby grants and conveys to MSUK a security interest in and mortgages to MSUK, (i) all property, goods, and chattels (the "Collateral") purchased from MSUK, (ii) all proceeds, if any, realised from the Collateral, and (iii) all increases, substitutions, replacements, and additions to the Collateral. The undersigned agrees to execute and deliver a Financial Statement upon MSUK's request. The undersigned authorises MSUK to file their Financial Statement and any renewal, with or without their signature, in the manner required by law. The undersigned agrees to pay all fees required for filing such Financial Statement and renewals, on demand.

## ACCEPTED BY

Name of corporation \_\_\_\_\_  
Name of guarantor \_\_\_\_\_  
Title of guarantor \_\_\_\_\_  
Signature of guarantor \_\_\_\_\_  
Date \_\_\_\_\_

## RESALE No.

(Enclose of a resale certificate)

## STANDARD TERMS

All orders are custom in nature and are non-cancellable. One third (1/3) deposit is required on all standard products; 50% deposit on special-order items; 100% deposit on all first orders. The net balance is due 30 days from the date of the invoice. MSUK accepts credit cards and letters of credit.

All orders are subject to individual evaluation and credit terms; limits, if any, will be determined upon the receipt of each order. Should an account be placed for collection, the Buyer (you) agrees to pay all collection costs, plus an additional 18% interest of the amount past due.

## BILL TO

Company \_\_\_\_\_  
VAT no. \_\_\_\_\_  
Company's House Registration no. \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Telephone \_\_\_\_\_  
Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

## PRINCIPAL OFFICERS, PARTNERS, OWNERS

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Title \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Title \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_

## TRADE REFERENCES (must be completed in full)

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Account number \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Account number \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Town/city, county, postcode \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Account number \_\_\_\_\_

## BANK REFERENCE

Signature on this application hereby authorises bank(s) to release information on this (these) accounts:

Bank \_\_\_\_\_  
Address \_\_\_\_\_  
Account \_\_\_\_\_  
Phone \_\_\_\_\_  
Fax \_\_\_\_\_  
Officer name \_\_\_\_\_

## ACKNOWLEDGED AND AGREED

Company \_\_\_\_\_  
Signature \_\_\_\_\_  
Name and title \_\_\_\_\_  
Dated \_\_\_\_\_



MechoSystems  
10 Holdom Avenue  
Bletchey, Milton Keynes  
MK1 1QU

T: +44 (0) 1908 361310  
F: +44 (0)1908 270740  
E: infoUK@mechosystems.com  
W: mechosystems.co.uk  
Registered VAT: 125112758

# Authorisation to Release Bank Information

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**(Must have all account numbers)**

Name of bank \_\_\_\_\_ Account officer \_\_\_\_\_

Address \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number \_\_\_\_\_ Fax number \_\_\_\_\_

Name(s) on account \_\_\_\_\_

Current account number \_\_\_\_\_

Loan account number \_\_\_\_\_

Name of bank \_\_\_\_\_ Account officer \_\_\_\_\_

Address \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number \_\_\_\_\_ Fax number \_\_\_\_\_

Name(s) on account \_\_\_\_\_

Current account number \_\_\_\_\_

Loan account number \_\_\_\_\_

Please accept this as authorisation to release the above information to MSUK for the purpose of extending credit. I (we) understand that this information will be kept in the strictest confidence between your organisation and MSUK. We also authorise the release of information to be faxed to MSUK.

Authorised signature and title \_\_\_\_\_ Date \_\_\_\_\_



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# General Terms and Conditions of Sale

## I. ACCEPTANCE OF ORDERS

All Buyer's orders must include Buyer's Purchase Order and MechoShade Systems (UK) Limited (MSUK) Order Form and be signed by the Buyer. MSUK is not bound by any terms listed on the Buyer's Order Form which are in variance with MSUK'S Terms and Conditions of Sale.

Upon receiving MSUK'S Order Acknowledgement, the Buyer is considered to have accepted the order as written and has agreed to MSUK'S Terms and Conditions of Sale. No order, quotation, or acknowledgements and no provisions of MSUK'S Terms and Conditions of Sale shall be subject to change in any respect, except as may be expressly agreed to in writing by an authorised officer of MSUK. Failure of MSUK to object to provisions contained in any Purchase Order or other communication from a Buyer in conflict or inconsistent with MSUK'S Terms and Conditions of sale (including without limitations penalty clauses or labour charges) shall not be construed as a waiver of these Terms and Conditions of Sale, nor an acceptance of any such conflicting or inconsistent provisions.

The Terms and Conditions herein constitute the entire Agreement between MSUK and the Buyer. No other representations or warranties shall be binding against MSUK. In no event shall MSUK be responsible or liable for any special, direct, or consequential damages rising out of this Agreement with the Buyer.

These conditions of sale do not constitute a franchise or establish an agency relationship and do not grant a trademark or any other expressed or implied licence.

An order is accepted as being complete only after receipt of all the following and are subject to acceptance by an officer of MSUK:

- 1) A signed Purchase Order reflecting quantity, price, all details, and final dimensions for fabrication (if required).
- 2) A deposit (if required).
- 3) Credit approval.
- 4) Approved shop drawings and seam and/or batten diagrams (if applicable).
- 5) Buyer is required to provide all necessary details and information to MSUK for the proper fabrication of the Buyer's Order.

## II. PRICES

Prices are for materials only and do not include installation or any applicable taxes. Prices and specifications are subject to change without notice. Written quotations expire 90 days from the date of the quotation, unless otherwise specified. In the event that the Buyer wants to postpone the delivery date of a previously accepted order, MSUK on its sole discretion reserves the right to "Bill and Hold." Payment is due in accordance with sale terms, shipped or unshipped. If MSUK agrees in writing to a postponed delivery date, then the price that will apply to this Order shall be the price in effect on the postponed shipping date.

## III. CANCELLATION

All Orders are custom in nature and are non-cancellable. In the event MSUK agrees in writing by an authorised officer to cancellation of an order prior to fabrication, said order shall be subject to a minimum 25% to 50% cancellation and restocking charge. Special-order and non-standard items shall be paid for in-full at the quoted price.

## IV. TERMS OF PAYMENT

Terms of payment are the net amount payable within 30 days, and 1.5% per month may be charged for late payment, as specified in MSUK'S Order Acknowledgement and in MSUK'S Invoice, regardless of terms indicated in the Buyer's Order Form or other documents. Any outstanding balances unpaid on the due dates shall be subject to payment of an interest charge until paid at the maximum legally permissible rate of interest. In the event of substantial changes in the financial condition of the Buyer's Company including but not

limited to, bankruptcy, change of ownership, or change in credit rating, MSUK reserves the right to cancel the Purchase Order without any liability for damages to the Buyer and/or change credit terms to the company and/or request a deposit or full payment in advance. A change in stock ownership of the company affects credit and shall require submitting for credit approval as a new company.

## V. DELIVERY

MSUK will use best efforts to ship within a committed time frame from the receipt of all dimensions and approvals. All shipments are Point of Shipment, freight collect, or prepaid and charge as determined by MSUK. MSUK shall specify Point of Shipment on its Order Acknowledgement, and MSUK shall select billing, routing, and method of transportation if not specified on Customer's Purchase Order. Claims for loss or damaged shipments should be reported immediately to both the carrier and MSUK, and annotations shall be placed on all delivery receipts signed by the Buyer. The Buyer shall inspect the merchandise upon delivery and in the event defects or damages should be noticed after delivery, both the carrier and MSUK shall be immediately contacted by telephone and, if the carrier fails to send an inspector within five days, a request should be made in writing to the carrier, confirming a telephone request for an inspection. Should the Buyer, in the first instance, fail to properly file a claim with the carrier, substantiated in accordance with its rules and within its time-limit, any possibility of claim for defect against MSUK is waived.

## VI. SHIPPING DELAYS

Unless otherwise specified by MSUK, shipping dates provided by MSUK at the request of the Buyer are approximate; deviation from estimated shipping schedules shall not entail penalties or damages; nor shall it be an acceptable ground for cancellation of the order. MSUK shall not be responsible for any loss or damages to the Buyer (or any Third-Party) occasioned by the non-performance of any of MSUK'S obligations under the contract when due to any cause beyond MSUK'S reasonable control, including without limitations an act of God, act or omission of the Buyer, embargo or other governmental act, or delays in transportation, inability to obtain necessary labour, material, or manufacturing facilities.

## VII. WARRANTY

MSUK warrants to the original purchaser that its products are free of manufacturing defects in factory materials or workmanship for the following specified warranty periods:

Hardware and shadecloth:

- Lifetime from date of shipment for the Mecho®/5 System.
- 10 years from date of shipment for the Mecho®/3 System.
- 10 years from date of shipment for any ElectroShade® System.
- Five years from date of shipment for the UrbanShade® System.

Motors:

- Five years from date of shipment for ElectroShade products.
- One year from date of shipment for UrbanShade products.

Electrical and electronic accessories:

- Five years from date of shipment for ElectroShade products.
- One year from date of shipment for UrbanShade products.

Bead Chain in the manual system is a fail-safe element and is not warranted. If any part of an MSUK product (except for the Bead Chain) is found in the reasonable judgment of MSUK to be defective in factory materials or workmanship during the above prescribed warranty periods, MSUK will repair or replace the defective part.

Repair or replacement under this warranty does not include labour or costs for installation, reinstallation, or removal of MSUK products, parts, or components.

# General Terms and Conditions of Sale

This warranty extends only to the original purchaser for MSUK products installed by an authorised MSUK dealer representative with a valid written dealer representative agreement with MSUK.

The Mecho®/5 System Lifetime Limited Warranty is void unless the warranty card is filled out and returned to MSUK within 120 days of shipment.

This warranty does not apply if any of the following exclusions exist:

- The product has been subject to misuse, abuse, neglect, negligence, accident, or has been operated in any way contrary to MSUK'S operating instructions or specifications.
- Damages or conditions that have resulted from improper cleaning, maintenance, care, or repair of the product.
- Any loss of colour intensity due to exposure to the sun, salt, or chemicals.
- The product has been improperly installed.
- MSUK'S written instructions for installation and wiring of electrical connections were not followed.
- The product has been used to perform functions or operated in a manner contrary to its design or otherwise is used in a manner contrary to or in excess of MSUK'S specifications, drawings, or instructions.
- The product is used with electrical accessories or parts, including switches, relays, or other accessory components, that have not been previously approved in writing by the MSUK Engineering Department.
- If any electrical accessories and other components have been used in disregard to the basic wiring diagram for which they were designed.
- Failure to comply with all MSUK'S written instructions and specifications.
- Repairs made necessary from normal wear of the product or by use of parts or accessories which are either incompatible with the product or otherwise adversely affect its operation, performance, or durability. MSUK reserves the right to change or improve the design of any MechoSystems product without assuming any obligation to modify or retrofit any product previously manufactured.

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER WRITTEN, ORAL, OR IMPLIED (INCLUDING ANY IMPLIED WARRANTY OF MERCHANT ABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR OTHERWISE). MSUK SPECIFICALLY DISCLAIMS ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR OTHERWISE IN THEIR ENTIRETY. MSUK'S OBLIGATION UNDER THIS WARRANTY IS STRICTLY AND EXCLUSIVELY LIMITED TO THE REPAIR OR REPLACEMENT OF DEFECTIVE PARTS AS HEREIN DESCRIBED, AND MSUK DOES NOT ASSUME OR AUTHORISE ANYONE TO ASSUME FOR MSUK ANY OTHER OBLIGATION, WHETHER WRITTEN, ORAL, OR IMPLIED. MSUK ASSUMES NO RESPONSIBILITY AND SHALL NOT BE LIABLE FOR ANY PERSONAL INJURY, LOSS, OR DAMAGE, WHETHER DIRECT, INCIDENTAL, OR CONSEQUENTIAL, INCLUDING BUT NOT LIMITED TO THE LABOUR OR COSTS RELATED TO THE REPLACEMENT OF A DEFECTIVE PRODUCT OR PARTS OR INSTALLATION, REINSTALLATION, OR REMOVAL OF SUCH PRODUCT OR PARTS, EXPENSE OF RETURNING A PRODUCT OR PART TO MSUK OR ITS AUTHORISED DEALER OR THE EXPENSE OF DELIVERING IT BACK TO THE ORIGINAL PURCHASER, LOSS OR DAMAGE TO PERSONAL OR REAL PROPERTY, LOSS OF REVENUE, LOSS OF THE USE OF THE PRODUCT, LOSS OF TIME, OR INCONVENIENCE.

This warranty gives the original purchaser specific legal rights, and the original purchaser may also have other rights which vary from state to state. All costs related to installation and reinstallation of the MSUK equipment covered by this warranty are not the responsibility of MSUK. MSUK will not be responsible for any consequential damages during or following installation procedures. Before using, the Buyer and/or the ultimate user shall determine that the product is suitable for the intended application, and user assumes all risks and liability in connection therewith. Product specifications can be obtained by contacting MSUK or an authorised MSUK dealer. This Warranty may only be changed or modified with the express written consent of a MSUK corporate officer so authorised.

Any removals, modifications or changes to the system due to changes in the tenant occupancy must be reviewed and approved by MSUK, and work performed by an authorised MSUK representative pursuant to a valid written dealer representative agreement with MSUK. If the Buyer resells any MSUK products, they shall include all the terms and provisions of this warranty in such resale. MSUK'S responsibility to any such Third Party shall be no greater than MSUK'S responsibility under the warranty to the original Buyer.

## VIII. RETURNS

No returns will be accepted without prior written authorisation by MSUK. All returns must be accompanied by a Return Authorisation Number issued by MSUK, and all unauthorised returns will be refused. The return shipment is to be freight prepaid by the Buyer, and under no circumstances shall the Buyer deduct the value of the returned merchandise from any remittance due.

## IX. TITLE

Risk of loss on all products shall pass to the Buyer at the Ex-Works, Point of Shipment. However, MSUK shall retain a security interest in the products until fully paid and the Buyer agrees to perform all acts which may be necessary to perfect and assure the security interest in such equipment by MSUK. In the event that MSUK wishes to file a security interest in the products, pursuant to the Uniform Commercial Code, the Buyer authorises MSUK to file such financing statements without the Buyer's signature.

## X. DEFAULT

In the event of Buyer's default in payment for the products purchased hereunder upon the terms and conditions agreed upon with MSUK, to the extent permissible, the Buyer shall be responsible for all reasonable costs and expenses incurred by MSUK in collecting any sums owed by the Buyer, and MSUK shall not be obligated to make any further deliveries to Buyer.

## XI. SUBSTITUTES

MSUK may furnish substitutes for materials not obtainable because of priorities or regulations established by governmental authorities or because of non-availability of materials from suppliers, provided such substitutes will not affect the technical soundness of the product or its performance.

## XII. ERRORS

Typographical or clerical errors in price lists, quotations, specifications, printed documents or publications, and orders or acknowledgements are subject to change or correction and may be changed without notice.

## XIII. DIMENSIONS

The dimensions and measurements in MSUK's printed documents are approximate at the date of publication and may be superseded thereafter. The Buyer should consult the factory staff before utilising such information. All specifications shall be subject to change without notice.

## XIV. WAIVER

The failure of MSUK to seek redress for any breach or violation of, or to insist upon the strict performance of any covenant or condition of this agreement shall not operate as a waiver of any subsequent breach or violation. The receipt by MSUK of any payment with the knowledge of the breach of any covenant of this agreement shall be deemed to have been waived by MSUK unless such waiver be in writing signed by MSUK.

## XV. APPLICABLE LAW

The laws of the United Kingdom shall govern the interpretation of the provisions of this agreement.

## XVI. ARBITRATION

In the event of a dispute, resolution shall be through binding arbitration the United Kingdom with one (1) arbitrator. In the event of the claim's being in excess of £100,000, three (3) arbitrators shall be selected by the parties. All arbitration costs shall be shared by the parties.

Company \_\_\_\_\_

Acknowledged/agreed by \_\_\_\_\_

Date \_\_\_\_\_

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10 Holdom Avenue  
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# Confidential Business Profile

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**MechoSystems, T: 01908 361310, T: +44 (0) 1908 361310, F: 01908 270740, F: +44 (0) 1908 270740,  
W: mechosystems.uk.co**

The MSUK Business Support Programme is intended to benefit both their dealers/distributors and MSUK through a partnering arrangement. This Business Profile questionnaire will assist us in helping to evaluate your business in conjunction with our own in view of the current business climate. By providing the information on this Business Profile, we can better assist you in expanding your business and ours.

## All replies are confidential

Date \_\_\_\_\_ Contact name \_\_\_\_\_

Firm name \_\_\_\_\_

Address \_\_\_\_\_

VAT no. \_\_\_\_\_

Company's House Registration no. \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

Country \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail address \_\_\_\_\_

Principal Officer \_\_\_\_\_

Contractors Licence (if any) \_\_\_\_\_

## About your business

Primary Business

Are you a (tick all that apply)

- Manufacturer    Fabricator    Distributor    Workroom    Furniture store    Decorating center  
 Window coverings store    Home automation    Commercial contract

## Which one of the following apply to your business?

Are you a (tick all that apply)

- Showroom    Warehouse    Home-based business    Web-based business

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# Confidential Business Profile

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## Employees

How many employees do you have in your firm? \_\_\_\_\_

How many outside sales representative do you have? \_\_\_\_\_ Independent representatives \_\_\_\_\_

Are your installers:  Employees  Subcontractors

What percentage of your products are installed by you?

None  25%  50%  75%  100%

## Sales

What percentage of sales are:

Commercial \_\_\_\_\_% Residential \_\_\_\_\_% Hospitals and schools \_\_\_\_\_% Government \_\_\_\_\_%

Do you specify automation controls  Yes  No (if "No" skip to next question)

If yes, which automation control bands? \_\_\_\_\_

Please describe the geographical area that you do business in:

\_\_\_\_\_

What percentage of sales/calls do you make to:

Dealers \_\_\_\_\_% Architects/designers \_\_\_\_\_% End users \_\_\_\_\_% General contractors \_\_\_\_\_%

## Products

Please list your major supplies including similar roller screen products:

\_\_\_\_\_

\_\_\_\_\_

## What percentage of your business is:

Mini blinds \_\_\_\_\_% Pleated blinds \_\_\_\_\_% Vertical blinds \_\_\_\_\_% Drapery work room \_\_\_\_\_%

Motorised drapery track \_\_\_\_\_% Automated control systems \_\_\_\_\_%

Roller shades \_\_\_\_\_% (Breakdown: Manual \_\_\_\_\_% Motorised \_\_\_\_\_%)

Are you prepared to inventory literature, extrusions, electronic controls, shade cloth, and accessories in the

amount of:  £1,000  £2,500  £5,000  £10,000  More

## Additional information

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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# Credit Card Payment Authorisation Form

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Date \_\_\_\_\_

Customer number \_\_\_\_\_

Dealer/customer name \_\_\_\_\_

Address \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

## Method of payment

I, \_\_\_\_\_, hereby authorise MechoShade Systems (UK) Limited (MSUK) to charge MSUK invoice number(s) in the amount of £\_\_\_\_\_ to the account listed below.)

Visa       MasterCard       American Express

Cardholder's name \_\_\_\_\_

Card number \_\_\_\_\_

Expiration date \_\_\_\_\_ Security code (3-digit code on back of card) \_\_\_\_\_

Billing address of card \_\_\_\_\_  
(if different from address above)

Cardholder's signature \_\_\_\_\_ Date \_\_\_\_\_



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# Contact Information Form

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Company name \_\_\_\_\_

Address \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

Phone \_\_\_\_\_ Fax number \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

Shipping address (If different from billing address) \_\_\_\_\_

Town/city \_\_\_\_\_ County \_\_\_\_\_ Postcode \_\_\_\_\_

Phone \_\_\_\_\_ Fax number \_\_\_\_\_

**Please provide us with the appropriate contact information for the following departments:**

## **Company owner/Managing Director**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## **Office Manager**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## **Order entry/Customer service**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## **Accounts payable**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_



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# Contact Information Form

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## Sales/Project Manager

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## Estimating

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## Shipping/Receiving

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

## Marketing

Name \_\_\_\_\_ Phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_

**We have had numerous instances when we needed to reach dealers about shipping matters or to provide final clarifications in relation to an order that is ready to ship. Usually these questions arise after business hours for many of our dealers. This point of contact will only be used by Customer Service for order-related business purposes when we are unable to reach your company at a phone number on file. Please be assured that this information is not going to be shared or used for marketing/promotional initiatives.**

## Emergency contact

Name \_\_\_\_\_ Mobile phone \_\_\_\_\_

Fax number \_\_\_\_\_ E-mail \_\_\_\_\_



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