



Part A to be completed by the existing customer:

I/We propose to transfer the News-agency known as:

Shop Name

Shop Address

Shop Postcode Menzies Customer Number

Telephone Number Mobile Number

Name of New Customers

Transfer Date

Forwarding Address (outgoing customer)

Forwarding Postcode (outgoing customer) Forwarding Email address (outgoing customer)

It is acknowledged the transfer is subject to my / our Accounts with Menzies Distribution Ltd being settled in full.

Signature Date

Part B to be completed by the new customer:

Trading Name

Proprietor's Home Address

Proprietor's Home Postcode

Proprietor's previous Home Address (if they have been resident at current address for less than 2 years)

Proprietor's Telephone Number

Proprietor's Mobile Number

Proprietor's Email Address

Statement Address if a Company

Description of Business (please tick)	
Ltd Company	<input type="checkbox"/>
Franchise	<input type="checkbox"/>
Sole Owner	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
PLC	<input type="checkbox"/>
Other	<input type="checkbox"/>

Company Registration Number

Multiple use only	
Store Grade	<input type="text"/>
Size of Display	<input type="text"/>
Store Ref. Number	<input type="text"/>

Menzies Head Office use only	
Multiple Code	<input type="text"/>

Part C to be completed by new customer:

Please provide two references and details of your bank and solicitor.

Trade Reference 1: Name

Trade Reference 1: Address

Trade Reference 1: Postcode

Trade Reference 1: Telephone Number

Trade Reference 2:
Name

Trade Reference 2:
Address

Trade Reference 2:
Postcode Trade Reference 2:
Telephone Number

Your Bank

Your Bank's Address

Your Bank's Postcode

Your Solicitor

Your Solicitor's Address

Your Solicitor's
Postcode

Part D Notices from Menzies Distribution Ltd:

1. Before signing below, you should carefully read our Terms and Conditions of Supply.
2. Menzies Distribution may, in the course of processing this application, obtain a report on you or your business from a commercial credit reference agency.

Minimum Sales Value (MSV):

Your attention is drawn particularly to **Clause 3(A)** of our Terms and Conditions of Supply, which explains the company's **Minimum Sales Value** policy.

Your MSV will be:

Carriage Service Charge (CSC):

Your attention is drawn particularly to **Clause 3(B)** of our Terms and Conditions of Supply, which explains the company's **Carriage Service Charge** policy.

Your CSC will be:

Credit Risk Control:

Your attention is drawn particularly to **Clause 3(C)** of our Terms and Conditions of Supply, which explains the company's **Credit Risk Control** policy.

The Deposit required from you will be:

You acknowledge that you have read the Terms & Conditions upon which you will accept supplies of Titles (as defined in the said Terms & Conditions). Your attention is drawn in particular to Clause 8 (B) which sets out the way in which payment is to be made and also Clause 13 whereby you will be responsible for any outstanding debts as at the date you start accepting supplies of Titles and therefore you are strongly advised to ensure that all outstanding debts due to Menzies Distribution Ltd from the person from whom you are acquiring the agency are settled before the change of agency.

Your attention is also drawn in particular to Clause 3(A), which sets out the terms of the Minimum Sales Value which you will be agreeing to.

Existing customer sign below

Signature Date of Birth

Print Name Date

Signature Date of Birth

Print Name Date

Signature Date of Birth

Print Name Date

New customer sign below

Signature Date of Birth

Print Name Date

Signature Date of Birth

Print Name Date

Signature Date of Birth

Print Name Date