



## Credit Account Opening Form

Note to Customers: Fields marked with an asterisk (\*) are mandatory. Please tick where applicable.

### Company Information

Company Name*:				
Tax code:		Business Commencement Date*:		
Company Address*:				
Industry Engaged in :			Postal Code*:	
Major Commodity Sent :			No. of Employees:	
*Nature of Business:	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> LLP	<input type="checkbox"/> Private Limited
	<input type="checkbox"/> Limited	<input type="checkbox"/> Others (Please state):		
*Shipment Type:	<input type="checkbox"/> Documents <input type="checkbox"/> Parcel <i>(May choose more than 1 option)</i>			
*Delivery Destinations: <i>May choose more than 1 option</i>	<input type="checkbox"/> China	<input type="checkbox"/> Malaysia	<input type="checkbox"/> South Korea	<input type="checkbox"/> Japan
	<input type="checkbox"/> Hong Kong	<input type="checkbox"/> Taiwan	<input type="checkbox"/> Mongolia	<input type="checkbox"/> Macau
	<input type="checkbox"/> Thailand	<input type="checkbox"/> Australia	<input type="checkbox"/> Indonesia	<input type="checkbox"/> USA
	<input type="checkbox"/> Singapore	<input type="checkbox"/> Cambodia	<input type="checkbox"/> Others (Please state):	
*Average Monthly Shipment Volume for above destinations:	<input type="checkbox"/> < 5	<input type="checkbox"/> 6 - 10	<input type="checkbox"/> 11 - 20	<input type="checkbox"/> 21 - 50
	<input type="checkbox"/> > 50			
*Average Monthly Spend (VND):	<input type="checkbox"/> < 3,000,000	<input type="checkbox"/> 3,000,001 – 8,000,000	<input type="checkbox"/> 8,000,001 – 16,000,000	<input type="checkbox"/> 16,000,001 – 32,000,000
	<input type="checkbox"/> > 32,000,000	<input type="checkbox"/> Others (Please state):		

### Contact Information

#### Person-in-charge

Name*:		Dept. / Position*:	
Telephone No.*:	Fax No.:	Email Address*:	

#### Contact Person for Shipping (Please indicate AS ABOVE if it is the same as Person-in-charge)

Name*:		Dept. / Position*:	
Telephone No.*:	Fax No.:	Email Address*:	

#### Contact Person for Billing (Please indicate AS ABOVE if it is the same as Person-in-charge)

Name*:		Dept. / Position*:	
Telephone No.*:	Fax No.:	Email Address*:	

Address for Invoice *(if not the same as the above)*:

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### Supplementary Documents Required

Please attach the following documents for application processing. The documents will be used by us for this application only.

- ACRA registered 《Business Profile》 from the last 2 months of the date of application



### Billing Information

Billing Cycle : At Month end      Credit Terms : A credit term of "30 Days" will be offered

### Terms and Conditions

#### Terms and Conditions of Credit

1. SF shall examine and approve the credit account application at its sole discretion upon receiving of the due original copy of this Account Application Form. Once the account is approved by SF, SF shall inform the Customer concerning the Credit Account Number, effective date of the account and the confirmed credit terms in written form.
2. The credit offered by SF in this Credit Account is applicable to shipment charges only, i.e. the courier service fees of SF courier services. Customer shall always be primarily responsible for all the charges incurred thereof or derived from the performance of the SF courier services including but not limited to duties, taxes, charges for returned shipment due to refusal by consignee of the shipment to pay duties or taxes or other fees (collectively the "Outstanding Charges") and shall pay such charges to S.F. on demand without delay. Moreover, SF is entitled to debit directly to the Customer's credit account for any Outstanding Charges.
3. Invoices shall be issued by SF and sent to Customer on a regular basis according to the respective Billing Dates of SF. Monthly Statement shall also be issued to the Customer on a monthly basis after the end of each month. Customer shall settle the outstanding balance on or before the due date in the manner as prescribed by SF from time to time.
4. A 1.5% interest rate per month (or such rate may be varied by SF from time to time as it thinks appropriate) will be charged for all outstanding balance. SF reserves the right to deactivate the Credit Account and request Customer to settle all outstanding balance immediately if invoices remain unpaid or partly unpaid. SF shall also be entitled to take legal action for full recovery of any outstanding balance and all damages, costs and/or expenses incurred thereof. SF reserves the right to pass the information or particulars of the Customer to third parties (include without limitation the financial institutes) for follow up or recovery of any outstanding balance that is due by the Customer to SF.
5. The Credit Account Number for this account shall be used by the Customer stated in the application merely. The Customer is responsible to keep confidential of its Credit Account Number and SF is not liable for any loss or consequence of the Customer if the Credit Account Number is misused or misappropriated by other third party.
6. SF reserves rights and sole discretion to terminate the said credit account and request customers to settle the outstanding balance at any time.
7. SF reserves the rights to amend these terms and conditions. Any change will be updated without prior notice.
8. This Agreement will be governed by and construed in accordance with the laws of The Socialist Republic of Vietnam ("Vietnam"). SF and Customer agree to submit to the non-exclusive jurisdiction of the courts of Vietnam in the event of any dispute.
9. If any one or more of the provisions contained in this Agreement shall be deemed invalid, unlawful or unenforceable in any respect under any applicable law, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired.
10. The failure or omission of SF to enforce any of the provisions of these Terms and Conditions of Credit ("T&C of Credit") or any forbearance or indulgence granted by SF shall not be construed as a waiver of any of SF's rights pursuant to the T&C of Credit and shall not be deemed to be a waiver of any separate or subsequent breach by the Customer.
11. If there are different languages incorporated in this Credit Account Opening Form, the English version shall always prevail in the event of any inconsistency (Vietnamese version is under translation, keeping this clause for upcoming Vietnamese version added)

#### Terms and Conditions of Carriage

The Terms and Conditions of Carriage as stipulated on the reverse side of SF's waybill (the "T&C of Waybill") shall apply when SF performs courier service to the Customer as "Shipper". For details, Customer may refer to the current version of T&C of Waybill for reference. The content of the T&C of Waybill may be varied by SF from time to time at SF's sole discretion and the version of T&C of Waybill on the SF's waybill that Customer adopts for its shipment shall be final."

### Applicant Declaration

We confirm that all information given above is true and complete. We have read and understood and hereby confirm with the terms and conditions in this form. In consideration of the courier services and credit account to be offered by SF Express, we accept all the terms and conditions as stipulated by this Credit Account Opening Form and shall be bound by the said terms and conditions. This Agreement supersedes and cancels all prior agreements, statements, representations, understandings, negotiations and discussions, whether oral or written, between the parties, unless new agreements are reached by parties afterwards.

We understand that SF may provide to us the communications or updates from time to time in relation to SF's latest products and services by fax, email or other mode of communications where SF thinks fit.

\_\_\_\_\_  
Full name in Block letter and Title

\_\_\_\_\_  
Authorized Signature and Company Stamp

\_\_\_\_\_  
Date

\* SF Express will conduct credit evaluation and may request for additional information which includes without limitation to financial statements for credit evaluation purpose.

\* Please return this completed form to our Sales Department (Email: vnm\_sales@sf-express.com)



Civil Aviation Authority of Vietnam **S.F. Express Limited** Tax Code Customer Service Department (Address: 38 Huynh Lan Khanh Street, Ward 2, Tan Binh District, Ho Chi Minh City, Vietnam) You may obtain the form through our Customer Service Representatives at 18008110.

**For S.F Express' Official Use Only – Customer Information & Salesperson Information**

(1)	Nature of account	<input type="checkbox"/> Direct Customer	<input type="checkbox"/> Co-loader	<input type="checkbox"/> Reseller	<input type="checkbox"/> Personal
(2)	HC Invoice Required?	Yes / No			
(3)	Supplies Request	Standard / Standard + Boxes			
(4)	Other remarks (e.g. justification of a higher credit limit or longer credit terms)	_____			
(5)	Roles in the Industry	<input type="checkbox"/> Research & Development <input type="checkbox"/> Production & Manufacturing <input type="checkbox"/> Wholesale & Retail <input type="checkbox"/> Business Services <input type="checkbox"/> Multiple Roles			
(6)	Type of Address	<input type="checkbox"/> Specified Market <input type="checkbox"/> Residential Area <input type="checkbox"/> Industrial Area <input type="checkbox"/> Commercial & Residential Combined Area <input type="checkbox"/> Central Business District (CBD) <input type="checkbox"/> Commercial District (Others)			
(7)	Major Sales Channel	<input type="checkbox"/> Internet <input type="checkbox"/> Television & Telephone <input type="checkbox"/> Physical Shops <input type="checkbox"/> Others			
(8)	Major type of Customers (Consignees)	<input type="checkbox"/> Business (Companies, Shops, etc.) <input type="checkbox"/> Individual			
<b>Salesperson / Business Agent</b>					
_____		_____		_____	
Signature		Full Name		Staff ID	Date

(\*\*Approval should follow the authorization matrix of each country\*\*)

Approval By Sales & Marketing Mgr / Service Station Mgr	Approved By Finance Manager
	Finance Terms
Comments (if any) _____ _____	Credit Period (Days) _____ Credit Limit (VND) _____
<b>Sales &amp; Marketing Manager /Service Station Manager Signature</b>  _____ Signature & Date	<b>Finance Manager Signature</b>  _____ Signature & Date

**For S.F Express' Official Use Only – Marketing**

Credit Account Number _____	Full Name _____
Supplies Request Form _____	
Account Effective Date _____	Signature _____