



## Dealer Agreement

Burris Computer Forms is engaged in the manufacturing, marketing and sales of blank forms.

\_\_\_\_\_ agrees to sell Burris Computer Forms' cardstock products in accordance with the terms and conditions of this Agreement.

Both parties agree to the following:

1. Dealer will be a non-exclusive independent representative of Burris Computer Forms products.
2. Dealer will receive a sample packet of the various cardstock products available for resale.
3. Dealer will sell the forms, send the orders to Burris Computer Forms and bill his / her customer.
4. Dealer will pay via credit card for their 1<sup>st</sup> order, and then may apply for terms via Burris Computer Forms credit application for subsequent orders.
5. Dealer will supply Burris Computer Forms with a completed W-9, Request for Taxpayer ID Number and Certification.
6. If a customer is already purchasing direct from Burris Computer Forms, no commissions will be paid on that customer.
7. Burris Computer Forms' Inside Sales and Customer Service Representatives will be available during regular business hours for assistance.
8. Burris Computer Forms will only accept purchase orders from the Dealer (not from your customers).
9. Dealer Discount will be 15% of the **current product price** (excludes order shipping and handling costs) and will be shown on each invoice.
10. Charge-backs for returns, credit memos, invoices unpaid after 45 days, etc. will be shown on your Monthly Statements.
11. Under no circumstances and at no time shall the Dealer disclose to any person the methods or systems used by Burris Computer Forms in its products or day to day business.
12. Dealer will bear any and all costs or expenses incurred to perform his / her obligation under this Agreement.
13. Dealer is not authorized to extend any warranty or guarantee or to make representations or claims with respect to Burris Computer Forms products or services except for those stated on our website, without express written authorization from Burris Computer Forms.
14. This Agreement and all transactions contemplated hereby, shall be governed by, construed and enforced in accordance with the laws of the State of Virginia.
15. This Agreement may be cancelled by either party with 60 days written notification.
16. This is the entire Agreement between both parties and any representation, promise or condition not incorporated herein shall not be binding upon either party.

\_\_\_\_\_  
Signature

Burris Computer Forms

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

Dealer

Date: \_\_\_\_\_