

PitneyWorks® Application



Mail now, pay later.

Never pre-pay for postage again.

Fax: 203 460 5310 or email completed form to manualreview@pb.com

Company information

Full legal company name

Trade name (if different)

Street address

Postal code

Phone number

Fax number

PitneyWorks and/or postage by phone account number customer since

Business type (check one)

Credit limit requested

Please note: a credit limit request of \$5000.00 and above must be accompanied with your company's financial statements with commentary.

City

Province

Contact name

Nature of business

Years in business

Pitney Bowes
customer since

Est. monthly
postage usage

Company banking information

Bank/financial institution

Street # and street name

City

Province

Postal code

Bank phone number

Bank transit number

Bank account number

Bank fax number

Years at bank

Account manager

Authorized officer information

Name of authorized officer or principal/owner

Title of authorized officer

Please sign below

I have read this application, the important notice below, and the PitneyWorks® postage account Terms and Conditions and (1) confirm that the information shown is accurate to the best of my knowledge; (2) represent that I am authorized to sign on behalf of the company; and (3) agree with the PitneyWorks® Terms and Conditions.

Signature of authorized officer

Date

Credit information. Upon request, you agree to furnish Pitney Bowes Global Financial Services (PBGFS) with current financial information about you. You authorize PBGFS to receive from and exchange credit and other information concerning your affairs with others, including financial institutions, credit reporting agencies, credit bureaus and persons with whom you may have financial dealings. PBGFS shall not be liable or responsible in any way in connection with any such credit reporting. Visit pitneybowes.ca for Privacy Policy.

Terms applicable to PitneyWorks® program

PW-1 Description of PitneyWorks. The PitneyWorks program (the "Program") is operated by Pitney Bowes Global Credit Services ("PBGCS"), one of our divisions. It provides a convenient way for you, your employees or agents with express, implied or apparent authority (each an "authorized user") to order office supplies, postage meter resets, or other products and services from us. The Program is available only to order products and services for business or industrial purposes, and you represent to us that the Program will not be used by you or your authorized users to order products or services for personal, family or household purposes, or for use in farming, ranching, feed-lot, fishing, or other related types of operations.

PW-2 Orders. Each order ("Order") will be charged to your account ("Account"), together with all applicable fees and charges.

PW-3 Billing Statements; Changes to Authorized Users. You will receive a billing statement for each billing cycle, unless (a) there has been no activity on your Account (b) the outstanding balance or credit to your Account is less than \$5.00, or (c) the only activity on the billing statement is a customer service adjustment, such as a fee reversal. You have thirty (30) days from the date on the billing statement to notify us of any errors on the billing statement, or it will be deemed correct. You are responsible for all activity on your Account by an authorized user until you provide us with written notice revoking the authority of that authorized user.

PW-4 Payment Terms. Payments on your Account are due by the due date shown on your billing statement. Each payment that you make will be applied first against any accrued interest and default charges, second against any fees incurred, including without limitation transaction fees and statement reprint fees, thirdly against any previously unpaid balances that remain outstanding on your Account, and finally against any balance for Orders processed or fees incurred during the current billing cycle that have not yet appeared on your billing statement.

PW-5 Advances and Financial Information. The Program allows you to defer payment on your purchases by obtaining Advances (as defined in Section PW-6 below) on your Account. PBGCS will assign a credit limit to your Account and may change your credit limit at any time. PBGCS may refuse to make an Advance if the amount of such Advance plus your existing unpaid Account balance would exceed your credit limit. You agree to = PBGCS to receive from and exchange credit and other information concerning your affairs with others, including financial institutions, credit reporting agencies, credit bureaus and persons with whom you may have financial dealings. PBGCS will not be liable or responsible in any way in connection with any such credit reporting.

PW-6 Deferred Payment. If you choose not to pay the entire balance due by the due date shown on your billing statement, you may pay a portion of the balance by the due date, but not less than the minimum payment shown. If there is a remaining balance on your Account as of the payment due date for Orders, PBGCS will make an advance ("Advance") to you in the amount of the unpaid balance or your credit limit, whichever is less. Each Advance will be deemed to have been made on the date the Order(s) for which payment has not been made was delivered.

PW-7 Interest on Advances. PBGCS will charge you, and you agree to pay, interest on all Advances based on the average daily balance of Advances outstanding in each billing cycle from the date the Advances were deemed to have been made until all Advances are repaid. Unpaid interest, default charges and transaction fees will be added to the outstanding balance of unpaid Advances on the due date shown on each billing statement if they are not paid by that date and such balance will thereafter be treated as part of the Advance. The interest rate applicable to Advances is 2% per month (24% annually).

PW-8 Charges and Fees. Unless prohibited by applicable law, you agree to pay the following charges and fees in connection with your Account: (i) a late charge of \$15.00 if you have not paid the amounts you owe hereunder by the due date shown on your billing statement on current balances less than \$1500.00, or a late charge of \$30.00 if you have not paid the amounts you owe hereunder by the due date shown on your billing statement on current balances greater than or equal to \$1500.00; (ii) a fee of \$40.00 for any payment item, cheque or draft you give in payment of your Account which is returned unpaid for any reason; and (iii) a fee of \$15.00 if you exceed your credit limit; (iv) a fee of \$5.00 for a duplicate copy of a billing statement or a copy of a billing statement for a month in which no statement was issued, and (v) unless included in your rental as indicated on page 1 of this Contract, a fee for each postage reset using your PitneyWorks account of 1% of the reset amount, with a minimum fee of \$15, except that for K700 meters the minimum fee is \$7.50 for resets less than \$250. We can change the charges and fees applicable to the Program from time to time in our sole discretion in accordance with Section PW-11 below.

PW-9 Account Cancellation and Suspension. PBGCS may at any time close or suspend your Account or, if applicable, temporarily refuse to make new Advances or fulfill Orders. You can cancel your Account by notifying PBGCS in writing. No cancellation or suspension will affect your obligation to pay any amounts you owe under the Program on the terms and conditions set forth herein.

PW-10 Default and Remedies. You will be in default if you fail to make a payment when due or fail to comply with any other terms of the Program, this contract or any other agreement between you and us. If you are in default we will not be obligated to provide the PitneyWorks service, or if applicable, make any new Advances, and we may demand immediate payment of the entire amount you owe hereunder, plus interest on said amount at the rate applicable to Advances. You agree to pay all costs and expenses that we may incur in order to collect any amounts you owe, including our legal costs on a solicitor and client basis.

PW-11 Amendment and Termination of the Program. We may amend the terms or the PitneyWorks Program at any time upon ten (10) days' notice to you. Any amendment will become effective on the date stated in the notice and will apply to any outstanding unpaid balance on your Account. We may terminate the PitneyWorks Program at any time upon notice to you. Any outstanding obligations on your part will survive termination of the Program or your Account.

PW-12 Miscellaneous. PBGCS may accept late payments, partial payments or cheques, drafts and money orders marked "payment in full", without losing any of its rights hereunder. PBGCS may choose not to exercise or to delay enforcement of any of its rights hereunder without losing them. PBGCS may assign your Account and its rights and obligations under the Program to a third party. You may not assign your Account or your interest, if any, in the Program.

PW-13 Financing Statements: APPLICABLE TO ALL PROVINCES EXCEPT QUEBEC. You acknowledge that financing statements under various personal property security legislation may be registered with respect to the Equipment covered under this Contract to secure our Advances here- under and, to the extent permitted by law, you hereby authorize us, as your agent, to prepare, execute and file in your name such instruments as are reasonably required to evidence and protect our interest in the Advances and the Equipment, and waive receipt of, and the right to receive, a copy of any such registered financing statement or verification statement or similar acknowledgement of filing with respect to all of the above.