



Account Application

Forename _____

Surname _____

E-mail Address _____

Your Position _____

Company Name _____

Address _____

Post Code _____

Telephone Number _____

Direct Telephone Number _____

I would prefer monthly Statements sent by Post Email (PDF format)

Maximum credit required _____

I confirm that I have read and agree to the attached terms and conditions.

Signed _____ Date _____

Print Name _____

To open you account please complete and fax it to **020 7929 6700**

WWW.CAFEMANA.CO.UK

CAFE MANA LTD
3 GRACECHURCH STREET LONDON EC3V 0AT
T +44(0)20 7929 2600 F +44(0)20 7929 6700
WWW.CAFEMANA.CO.UK
REGISTERED IN ENGLAND AND WALES No. 5000071



Credit Account Terms & Conditions

Making a purchase

- All orders must be faxed to us by 10:30am for lunch deliveries or by 5pm the previous afternoon for breakfast deliveries
- For orders greater than £50 in value it would be appreciated if the order can be faxed the previous afternoon.
- Any cancellations or amendments to an order must be made by calling 020 7929 2600 by 4pm the day before the delivery date. We do not accept same day cancellations or amendments.
- All orders should be on our order form or on your company headed stationery.
- All orders should include the name of the person placing the order.
- Any amendments to orders should also be faxed.

Deliveries

- The minimum order value is £20 for deliveries.
- It will not be possible to make any deliveries between 12:30pm and 2:00pm as these are the times when the shop is most busy.
- If any part of an order is found to be missing (or is rejected) on delivery, the customer must inform us immediately by calling our telephone number 020 7929 2600

Invoicing and Payment

- A till receipt is delivered with all orders
- For credit accounts, statements are issued at the end of each month and are payable within 28 days net from the statement date.
- Accounts that are not cleared in full by the due date will be placed on hold and no further credit given until the balance cleared.
- Payment may be made by cash, cheque, credit card or BACS.
- Cheques should be made payable to Café Mana Limited and sent to:
3 Gracechurch Street London EC3V 0AT.

- BACS payments may be made to:

Bank:	Cafe Mana Limited
Sort code:	Barclays
Account no:	20-06-05
	50813265

- Any queries regarding your account should be addressed to the accounts department. Requests for copies of invoices will incur a £2.00 administration charge.