

Application for Internet Retailers

Thank you for your interest in partnering with Leigh Country! We value each and every one of our partners and customers, and we work hard to ultimately have our quality products in the hands of our consumers at the most affordable price possible. Most importantly, we are looking to offer our furniture at retailers that operate in line with our own business principles; honesty, reliability, and an overall dedication to their customers.

Please take the time to fill out the application below, and carefully read our new vendor agreement. If any of our policies conflict with yours, please make a note and we can work with you on it. We at UGS understand that your success is our success, and are willing to be flexible. Feel free to tell us any more information that you think we would need to know while considering your application. Please email the application and a copy of your resale certificate to lynne.lee@ugsco.com, or fax the application to 713.780.3975 for consideration.

We will get back to you in no more than ten (10) business days to let you know whether or not your business and Leigh Country would be a good fit for one another.

Thanks again for your interest, and we look forward to speaking with you soon!

United General Supply Co., Inc.
APPLICATION FOR A WHOLESALE ACCOUNT

BUSINESS CONTACT INFORMATION

Title:

Company name:

Phone:

Fax:

E-mail:

Registered company address:

City:

State:

ZIP Code:

Retail website:

Date business commenced:

Sales Tax Registration Number:

Sole proprietorship:

Partnership:

Corporation:

Other:

BUSINESS/TRADE REFERENCES

Company name:

Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Type of account:

Company name:

Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Type of account:

AGREEMENT

1. All invoices are to be paid 30 days from the date of the invoice.
2. Claims arising from invoices must be made within seven working days.
3. Must submit retail or sales tax license by fax or e-mail before an account can be created
4. If your company does not provide EDI, your application may be denied. If you are approved, you will have 6 months to obtain EDI or UGS reserves the right to re-evaluate the partnership.
5. By submitting this application, you authorize United General Supply Co., Inc. to make inquiries into the business/trade references that you have supplied.

Additional Information:

SIGNATURES

Title:

Date:

Title:

Date:

Drop Ship Vendor Agreement

By signing this form the Partner agrees to:

- Pay an agreed discounted amount for samples, and fully cover shipping for those samples.
- Achieve a minimum sales amount of \$20,000 in the first 6 months in products, excluding freight charges. Every 6 months, the partnership will be re-visited and if the minimum is not met, United General Supply Co., Inc. reserves all rights to terminate the relationship or re-visit initial costs.
- Abide by United General Supply's MAP (Minimum Advertised Pricing), although coupons and private discounts are at the Partner's discretion.
- (in the case that the dealer does not have EDI) Acquire EDI, or supply UGS with an online platform that allows the exchange of: purchase orders, inventory updates, tracking numbers, invoices, and access to purchase history.
- Fully recognize Leigh Country in advertisement of products as the sole brand of any Leigh Country product
- Acquire a FedEx and/or UPS account within 3 months of the first Leigh Country purchase.
- Cover shipping charges for any returns or exchanges that is the customer's error (i.e. buyer's remorse). Leigh Country provides an internal customer service that can solve issues such as replacing damaged or missing parts, send assembly and care instructions, and answer product questions. This information is written on every box and instruction manual. If the customer still wishes to return the item, it will be considered a customer error, and the dealer accepts shipping charges back to the UGS warehouse, with a 20% re-stocking fee (negotiable).
- Have a credit card on file for re-stocking fees, and for payment of product upon shipping (if there are no agreed upon credit terms).

Upon acceptance, United General Supply Co., Inc agrees to:

- Share Partner's website or posts on social media platforms including Facebook, Instagram, Twitter and Pinterest
- Work with Partner with product issues with our internal customer service.

- Drop ship products within 72 hours of receiving the order. Typically, we ship the next day or within 48 hours. Please understand that during high volume seasons (such as Christmas, Father's day, Mother's day, and other such holidays), there could be a delay of shipment up to 72 hours.
- Apply Partner's shipping label on each package to be shipped.
- Provide tracking numbers within 72 hours of shipping.
- Provide product description, dimensions and images if and when needed.
- Dedicate an account manager to respond immediately to inquiries.

Accepted by Partner:

Name
