



COMMUNITY ORDERS ACCOUNT INFORMATION & SALES AGREEMENT

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To set up or update your account, please complete this form, make a copy for your records, and return. An updated form is required annually. If you have completed this form in the last 12 months and just want to order catalogs, please contact Customer Care at 1.800.685.7572.

HOW TO SUBMIT THIS FORM:

BY MAIL
CRS Ethical Trade, c/o Serry
532 Baltimore Blvd • Ste 409 •
Westminster MD 21157

SCAN & EMAIL orders@serrv.org

BY FAX* 1.888.294.6376

*For faxed forms, please call Customer Care at 1.800.685.7572 to confirm your fax was received.

V	/estminster, MD 21157				
I. CUSTOMER INFORMATIO	N				
Name of Customer / Organi	zation				
Contact Person (Host)					
Diocese					
	church or other religious institution individual partnership		nonprofit and date inco	rporated:	
Organization's Federal Tax I Is the sponsoring organizati	even thou	urity Number** e of these numbers on file for all custo ugh they are tax-exempt; your church	omers. Churches have a Fe accountant should be able	deral Tax ID number to provide it to you.	
	on tax-exempt: nization is based in Maryland or Wisco	anain places complete section IV	on the reverse		
Tes Two if the orga	nization is based in Maryland or Wisco	onsin, please complete section iv	on the reverse.		
2. BILLING ADDRESS Billing Contact Name			3. SHIPPING ADDRESS Orders Contact Name		
Street Address or PO Box			Street Address or PO Box		
City	State Zip		State	Zip	
Email	Phone	Email	Phone		
This is a: 🗖 residential ad	dress 🗖 church/organization address	This is a: 🗖 residential ad	ddress 🗖 church/organi	ization address	
5. WOULD YOU LIKE TO	I would like to receive catalogs and ot O ORDER ONLINE? email address to use for login and a pa		· · · · · ·		
		Password:			
☐ No, I would not like to a		1 4351101.4.			
	nany free catalogs would you like for y				
Would you like additional	catalogs at \$1.00 each? □ Yes, please	send me an additional ca	talogs for \$1.00 each. (S	KU 95754) 🗖 No	
Customer Care: Add S	KU 95755 to this order. Limited q	uantities of catalogs available	. .		
and in force in the State o	rights and obligations of the parties f Maryland on the date of this agree all terms and financial responsibility	ement. Terms may change with 3		Code as enacted	

CONTINUE TO REVERSE TO REVIEW THE SALES AGREEMENT

(Owner or authorized legal representative of organization)

Accepted By _____

Organization _____

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Title _

Date





COMMUNITY ORDERS ACCOUNT INFORMATION & SALES AGREEMENT

CUSTOMER NUMBER	

HOW TO SUBMIT THIS FORM:

BY MAILCRS Ethical Trade, c/o Serrv
PO Box 365 ● New Windsor, MD 21776

SCAN & EMAIL orders@serrv.org

BY FAX* 1.888.294.6376

*For faxed forms, please call Customer Care at 1.800.685.7572 to confirm your fax was received.

This Sale is a project of Catholic Relief Services in partnership with Serrv and your Parish. As part of the project, Serrv and the Customer agree to the following Terms of Sale:

I. CUSTOMER ACCOUNT

- a. A signed Account Information & Sales Agreement Form are required annually or we will be unable to ship your order.
- b. With a sponsoring organization (nonprofit, community group, church, etc.) that will be financially responsible, you may be able to establish a net-90 account. If applicable, a net-90 account will be created upon receipt of these forms.
- c. Individuals without a sponsoring organization must prepay.

II. ORDERING

- d. Customer receives a 20% discount off the current catalog price excluding promotional items.
- e. Orders must be total at least \$300 at catalog price (before your discount is applied).
- f. Serry pays for ground shipping to one address within the contiguous United States. Additional rates may apply for shipments to Alaska, Hawaii, and U.S. Territories. We do not ship outside the United States. At least 50% of your order value must be handcrafts in order to receive free shipping.
- g. Out-of-stock products will not be backordered.
- h. If you are pre-ordering for an event, please submit your order 2-3 weeks before the event. We may have to refuse your order if there is not sufficient time to process and ship by ground before your event.
- i. We will gladly credit your account if you submit an Adjustment Form within 30 days of receiving your order for any damaged or defective items, or items shipped in error. We may request that you return items at our expense before credit is given.
- j. For organizations with a net-90 account, payment in full must be received within 90 days from the date of invoicing (Shipping Document). We cannot accept payment from multiple parties. Interest will be charged a 1% per month on all overdue accounts. New orders will not be processed on overdue accounts.
- k. A monthly statement will be mailed to you showing your account balance, if applicable. The Shipping Document is vour invoice.
- I. Serry will donate a portion of all net sales from the program to Catholic Relief Services at the end of the program period.

II. USE OF NAME

- m. Customers are permitted to refer to 'Catholic Relief Services' and 'Serrv' in advertising or other promotions related to the Sale.
- n. Customers must credit Serry for any product or artisan images and text used from Serry catalogs or serry.org.

IV. MARYLAND AND WISCONSIN CUSTOMERS

We are required to charge sales tax on items provided to you unless you are a tax-exempt organization or hold a Resale Certificate. Please provide the following information to confirm your status:

If taking possession of crafts in Maryland:

MD Sales & Use Exemption Certificate Number or MD Sales & Use Registration Number (submit a blanket Resale Certificate):_____

If taking possession of crafts in Wisconsin:

WI Certificate of Exempt Status Number or Seller's Permit/Use Tax Certificate Number (submit a WI Sales & Use Tax Exemption Certificate):

Serry is a 501(c)3 nonprofit organization.

Thank you for standing in solidarity with our brothers and sisters around the world!

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