



Florist, Greenhouse & Perennial Farm

187 Main Street (Rte. 2A) Colchester, VT 05446

802/ 878-2361 or 800/ 287-2361 [www.claussens.com](http://www.claussens.com)

R: \_\_\_\_\_ AA: \_\_\_\_\_ W: \_\_\_\_\_

### Claussen Enterprises Wholesale Customer Information Form

*This form is PDF – Please type the information in! Incomplete and/or illegible forms will not be considered for authorization*

Business Name \_\_\_\_\_

Trading As \_\_\_\_\_

Mailing Address \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Physical Shipping Address *(If different from above mailing address)*

\_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_

Ownership / Principals: \_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Title: \_\_\_\_\_

*Help us Keep it Green! We do not share or sell email addresses. Price lists & plant availability can be found on our website at <https://www.claussens.com/commercial.html> \*\*\*Please note that we only accept emailed orders!!!*

Purchaser Contact \_\_\_\_\_ Email \_\_\_\_\_

Business Tel# \_\_\_\_\_ and/or Cell# \_\_\_\_\_

Office (A/P) Contact \_\_\_\_\_ Email \_\_\_\_\_

Business Tel# \_\_\_\_\_ and/or Cell# \_\_\_\_\_

Federal ID (EIN) # \_\_\_\_\_

#### Primary Business *(Check all that apply)*

Farm Stand \_\_\_\_\_ Florist \_\_\_\_\_ Garden Center \_\_\_\_\_ Gift/ Specialty Shop \_\_\_\_\_

Interiorscaper \_\_\_\_\_ Landscaper \_\_\_\_\_ Other *(Please specify)* \_\_\_\_\_

Month / Year this business was purchased by current owner \_\_\_\_/\_\_\_\_ Number of Employees \_\_\_\_\_

Website Address [www](http://www).\_\_\_\_\_

How did you hear about Claussen's? \_\_\_\_\_

Is this a seasonal business? Months closed \_\_\_\_\_  
*(If applicable)*

VT Sales Tax Exempt# SUT- \_\_\_\_\_ Valid only with completed and signed Form S-3

\*NY Sales Tax Exempt # \_\_\_\_\_ Valid only with completed and signed Form ST-120

\*NH = Sales Tax Exempt for NH deliveries \*7% Colchester, VT sales tax due for onsite Pick Ups!

**\*ALL Non-VT based businesses must register with the Sate of VT Department of Taxes to get sales tax exemption for items purchased and picked up within the State of VT**

*You are responsible for VT Sales Tax if you do not provide a completed VT Form S-3 for any orders picked up from our location in Colchester*

Contact the VT State Dept of taxes at 802/ 828-2551 for further instruction or questions

**\*\*\*Three Trade References are required\*\*\***

*If you are a new business, then list Utilities and/or other Credit references*

Vendor Name \_\_\_\_\_ State \_\_\_\_\_ Tel# \_\_\_\_\_

Vendor Name \_\_\_\_\_ State \_\_\_\_\_ Tel# \_\_\_\_\_

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**Check all plant material that you are interested in**

Plant Rentals \_\_\_\_\_ Indoor House plants \_\_\_\_\_ Valentine's Day plants \_\_\_\_\_

Easter Flowering plants \_\_\_\_\_ Lilies \_\_\_\_\_ Spring Bulb plants \_\_\_\_\_

Mother's Day plants \_\_\_\_\_ Annual Hanging Baskets \_\_\_\_\_

Bedding Annuals \_\_\_\_\_ Vegetables & Herbs \_\_\_\_\_ Perennials \_\_\_\_\_

Chrysanthemums \_\_\_\_\_ Poinsettias \_\_\_\_\_

**I (we) understand and agree to the following criteria:**

**\*\*\* A valid credit card is required to be on file for all wholesale customers regardless of COD or Net terms\*\*\***

We accept MC, VISA, American Express, and Discover credit/debit cards

Card Number \_\_\_\_\_ Exp Date \_\_\_\_/\_\_\_\_ CVC# \_\_\_\_\_

Full Name as it appears on this card \_\_\_\_\_

Full Billing Address for this card \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I understand the policy that authorizes Claussen Enterprise to add a 3% convenience fee to the total of any wholesale invoice and/or statement that I choose to pay with a credit or debit card.

If I no longer wish to incur this charge, I will inform Claussen Enterprise business office in writing of my request to cancel my right to pay via debit or credit card and will pay all debt via check or cash per invoice

I understand that this credit card may be used for unreasonably past due balances equaling 60+ days if Claussen Enterprise officials are unable to contact me during the time frame of delinquency.

I am responsible for collection costs incurred by Claussen Enterprise if my debt is 61+ days delinquent or if I am unable to meet my debt commitment.

**Typed** Authorized Representative \_\_\_\_\_ Position \_\_\_\_\_

**Signature** of Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

# Claussen Enterprises Term and Policy Contract

Sign, Date and Keep a copy of this contract for reference

**\*All plant purchases from Claussen Enterprise must be resold to be eligible for wholesale pricing and/or sales tax exemption**

**\*Claussen Enterprises wholesales plants only!** All other merchandise is sales taxable except items deemed sales tax-exempt (vegetables, herbs, gloves, pumpkins, scarves, etc) by the state of VT, NY, NH, and any other states

**\*We offer a 5% discount off most gardening related product**

*Gardening-related product includes pottery, gloves, plastic containers, garden tools, fertilizers, pesticides, bagged soils & amendments, knee pads, peat pots, landscape fabric, stakes and supports. Some restrictions may apply.*

All seasonal home & garden décor, gift lines, bulk mulch, wicker baskets, fresh flowers, arrangements, VT artisan merchandise, foil rolls & pot covers, note cards, giftware, and any other novelty merchandise are not eligible for discounts as these items are a separate entity from our wholesale business department. Additional restrictions may apply.

**\*All new customers are COD for 6 months and a minimum of 8 orders prior to being considered for Net terms**

*All Farm Stands, Landscapers, and similar customers are COD due to the seasonal nature of these businesses*

**\*Contact Claussen's business office after 6 months (and 8 orders) to be considered for Net 30-day terms**

**\*Initial first order must be a minimum of \$350.00**

**\*This account must maintain a minimum of \$750 in purchases per year to retain wholesale pricing status for the following year**  
*You will be notified if your sales are below our \$750 annual minimum*

**\*Claussen Retail Gift Cards cannot be used as payment on billed purchases to your account**

**\*All retail coupons must be redeemed and paid via our retail registers only. Please note that coupons, and in-store retail sales are 'cash & carry' only. These sales are sales taxable and cannot be charged to your account. This includes, but not limited to the 'All you can Carry' Sale.**

**\*Payment options include Cash, Check, Credit Card, Money Order or Bank Check**

**\*There is a \$50 returned check fee for funds up to \$499. There is a \$75 returned check fee for funds exceeding \$500**  
*A second offense may result in suspension of terms and/or elimination of your wholesale account*

**\*If credit terms are approved after 6 months or 8 orders, you will receive monthly statements via email of which the total is due the 25<sup>th</sup> of each month OR you may opt to pay by the due date noted on each invoice. You are obligated to pay a 2% finance charge on the total balance for each month your balance is delinquent. Mail received or postmarked after the 28<sup>th</sup> of any given month is considered past due.**

*Additional late fees may be due and payable based on the debt total and length of delinquency time.*

**\*Claussen's officials reserve the right to deny sale of certain product and/or to close or deny your account at their discretion**

**\*Wholesalers and Landscapers cannot pay via 3<sup>rd</sup> parties, nor can 3<sup>rd</sup> parties use this account**

*All payments must be made directly by your business as it is stated on your account form and applicable sales tax-exempt form*

**\*A sales tax exemption form must be completed by all eligible VT (Form S3) and NY (Form ST-120) wholesale customers**

**\*All landscapers will be charged VT/NY sales tax except for those items deemed as sales tax exempt in VT/NY**

**\*Sales tax is based on the town and state that the product is shipped to, or 7% if picked up from our location in Colchester**

**\*Landscapers with a sales tax-exempt customer are required to complete Form S-3C (VT) or Form ST-120.1 (NY) for sales tax exemption per job, per year. These forms are online, or you may contact our business office for further instruction**

**\*All customers operating outside of VT must pay 7% Colchester sales tax if picking product up from us directly.**

*If you desire sales tax exemption, you must register with the state of VT to receive a VT sales tax-exempt number. Upon receipt of your SUT#, you must then provide a completed VT Form S-3 at point of purchase. This will enable us to legally sell plants to your business at sales tax exemption status within the State of VT. Contact VT Dept of Taxes directly at 802/ 828-2551 for further details and instruction.*

**I (we) understand that inactivity will result in account closing 3 years from last sale date, and I must reapply for a new account**

**I (we) will contact Claussen's business office if this business is closed or sold to aid in closure of account liability**

**I (we) will contact Claussen's business office any time there are changes to contact or credit card information**

Printed Authorized Representative \_\_\_\_\_ Position \_\_\_\_\_

Signature of Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

Manual or Electronic Signature ONLY!