



**CUSTOMER SERVICE PROFILE/  
AGREEMENT FORM**

MSC, Inc  
PO Box 4138  
Pittsburgh, PA 15202  
(800)208-8078 (ph)  
(412)761-0122(fax)

**DIRECT MAGAZINE SERVICE**

BUSINESS NAME \_\_\_\_\_  
DELIVERY ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIPCODE \_\_\_\_\_ PH # \_\_\_\_\_  
BUSINESS CONTACT(name) \_\_\_\_\_ EMAIL \_\_\_\_\_

BILLING INSTRUCTIONS/SEND STMTS TO: \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIPCODE \_\_\_\_\_ PH # \_\_\_\_\_  
A/P CONTACT (name) \_\_\_\_\_ PH # \_\_\_\_\_ EMAIL \_\_\_\_\_

PREMISES LEASED OR OWNED? \_\_\_\_\_ YEARS OF CURRENT OWNERSHIP \_\_\_\_\_  
TAX RESALE # \_\_\_\_\_ TYPE OF OWNERSHIP (I.E. CORP, LLC) \_\_\_\_\_  
OWNER(S)/OFFICER(S)NAME \_\_\_\_\_  
HAS THIS RETAIL LOCATION DONE BUSINESS WITH MSC, INC. BEFORE? \_\_\_\_\_  
MSC ACCT # \_\_\_\_\_

**LIST (2) "TRADE" CREDIT REFERENES (LIST ONLY THOSE FROM WHOM YOU BUY ON OPEN ACCOUNT)**

NAME	ADDRESS	CITY/STATE/ZIP	PHONE #
_____	_____	_____	_____
_____	_____	_____	_____

**PRINCIPAL BANK REFERENCE**

BANK NAME	ACCT TYPE	ADDRESS	CITY/STATE/ZIP	PHONE #
_____	_____	_____	_____	_____

To: McKnight Sales Co., Inc. ("seller"). This credit application is given to secure open account credit for the customer named above, ("buyer"). As owner, officer, or authorized agent of the Buyer, the undersigned warrants that all statements contained herein are accurate and true, agrees that all such statements may be verified by Seller, its employees or agents, by contacting references and/or obtaining credit information from credit reporting agencies, and authorizes the bank(s) references and credit references named herein to release financial/credit information concerning Buyer's accounts to Seller.

In consideration of the granting and extension of credit by Seller to buyer, Buyer agrees to promptly pay all sums when due. In the event of non-payment, Buyer does hereby agree to pay, in addition to the principl amounts due, late charges, applicable attorney's fees and court costs.

In consideration of the extension of credit by the Seller named above to Buyer herein, the undersigned does, jointly and severally (if more than one), personally guarantee to pay and be responsible for payment of all sums, balances and accounts due Seller by Buyer, including service fees, collection charges and/or attorney's fees. This shall be an open, continuing and unconditional guaranty of payment and shall continue in force notwithstanding any change in the form of such indebtedness or renewals or extensions granted by Seller against property of the buyer or any other person primarily or secondarily liable with the Buyer, without obtaining any consent therero, and until expressly revoked by written notice from me/us to Seller. Any such revocation shall not in any manner affect my/our liability as to any indebtedness existing prior thereto. I/we hereby waive notice of the acceptance of this agreement, notice of default or non-payment and waive action required by any statute against the Buyer. No delay on Seller's part in exercising any right hereunder, or taking any action to collect or enforce payment of any obligation hereby guaranteed, either as against the buyer or any other person primarily or secondarily liable with the Buyer, shall operate as a waiver of such right or in any manner prejudice Seller's rights against me/us. I/we agree that in the event of any default at any time by said buyer, Seller shall be entitled to look to me/us immediately for full payment without prior demand or notice.

We will be happy to supply you with publications at your location.

At the outset, we want to explain **HOW OUR MAGAZINE PROGRAM WORKS...WHAT WE WILL DO, AND WHAT YOUR RESPONSIBILITIES ARE.**

**ALL COPIES ARE SHIPPED GUARANTEED SALE...YOU DO NOT PAY FOR ONE COPY YOU DO NOT SELL...BY FOLLOWING THE UNSOLD COPY PROCEDURE EXPLAINED BELOW. You will have SOLD THE COPIES BEFORE YOU WILL BE BILLED...AND YOU WILL ONLY PAY FOR WHAT YOU SOLD.**

COPIES OF PUBLICATIONS ARE SHIPPED DIRECTLY TO YOU FROM THE VARIOUS PUBLISHERS' PRINTING PLANTS. We are required by the publishers to have our orders in well in advance of the shipping date. This means that there will be a period of time before all publications begin to be received by you. Once on service, you will receive each issue promptly and regularly.

**SHOULD YOU FIND IT NECESSARY TO DISCONTINUE SERVICE, YOU MUST UNDERSTAND THAT IT TAKES THE SAME LENGTH OF TIME TO DISCONTINUE PUBLICATIONS AS IT TOOK TO HAVE SERVICE BEGIN. YOU WILL BE RESPONSIBLE TO SETTLE ALL ISSUES ON ORDER UNTIL THE PHASE-OUT CAN BE COMPLETED.**

**PAYING FOR YOUR COPIES:**

At the end of each month, you will receive an *ITEMIZED STATEMENT*, billing you for copies bearing that month's date.

You will PAY ONLY FOR THE COPIES YOU SOLD, DEDUCTING CREDIT DIRECTLY OFF OUR CHARGES FOR UNSOLD COPIES.

In the envelope we provide, you will return **ONE COPY OF THE NETTED-OUT STATEMENT, EACH UNSOLD COVER WITH UPC AND PAYMENT FOR NET AMOUNT DUE.**

**TERMS ARE NET 30 DAYS. EACH STATEMENT IS TO BE SETTLED BY THE 10TH OF THE FOLLOWING MONTH.**

**UNSOLD COPY CREDIT**

Each complete UNSOLD COVER WITH UPC will ONLY be accepted for credit. The balance of the magazine **MUST BE DESTROYED ON SITE.**

YOU ARE TO LIST UNSOLD COPIES BY ISSUE IN THE SPACES PROVIDED ON THE STATEMENT, EXTEND AT THE CHARGED PRICE AND DEDUCT THE TOTAL CREDIT DUE FROM OUR CHARGES FOR COPIES SHIPPED.

**NOTICE: CREDIT WILL NOT BE ALLOWED IF COMPLETE UNSOLD COVERS ARE NOT INCLUDED WITH THE STATEMENT AND PAYMENT. UNSOLD COPY CREDIT CANNOT BE ALLOWED IF THE STATEMENT IS NOT SETTLED BY THE DUE DATE SHOWN ON EACH STATEMENT (10<sup>th</sup> of the following month).**

**CREDIT IS NON-TRANSFERABLE. CREDIT WILL NOT BE TRANSFERRED FROM ONE ACCOUNT TO ANOTHER ACCOUNT.**

**ORDER CHANGES**

ALL REQUESTS FOR ORDER CHANGES WILL BE MADE FOR THE NEXT AVAILABLE ISSUE. We review sales of all publications for each dealer, and reserve the right to regulate orders to obtain **MAXIMUM SALE, WITH THE LEAST WASTE.** We also reserve the right to cancel any publication which is **NOT** selling at your location.

**I UNDERSTAND AND AGREE TO THE TERMS STATED ABOVE**

**AUTHORIZED SIGNATURE (SIGNATURE REQUIRED)**

PRINT NAME (CLEARLY) \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

McKnight Sales Company, Inc., P.O. Box 4138, Pittsburgh, PA 15202, 412-761-4443, FAX: 412-761-0122,

**email: sales@mscmags.com**