



hacea
COFFEE SOURCE

New partner application

Company name:

Date:

Company FEIN:

Website/Social media: (So we can follow along!)

Owner first and last name:

Owner email:

Phone number:

Billing information

Billing address:

Billing contact name:

Billing contact email:

Phone number:

Preferred payment method (Choose one. Credit card payments will not benefit from 3% discount)

Credit Card

Cash or check

ACH / Online Bill Pay

Coffee buyers: (Names of additional persons authorized to sign purchase contracts)

Shipping and delivery information

Shipping address:

Delivery contact name:

Delivery contact email:

Phone number:

Shipping address is:

A commercial/business address

A residential address

Do you require a liftgate for delivery? (Choose one)

No, I have a forklift or loading dock to unload.

Yes, I need a liftgate for deliveries.

Do you need a delivery appointment? (Choose one)

No, carriers may deliver anytime during receiving hours.

Yes, I need a delivery appointment.

Receiving hours: (4 hr window required)

Special delivery instructions: (Door codes, tips...)

Carefully inspect all deliveries before signing/accepting. Take photos of any damage and note it on the delivery receipt. Any damaged or missing product must be noted at the time of receipt in order for us to file a claim on your behalf. Bookmark <haceacoffee.com/pages/receiving-instructions> for more receiving tips.

What is your preferred delivery method? (Choose one)

I prefer to pick up my coffee.

I will coordinate my own freight.

I would like Hacea to arrange my freight.

Do you Prefer green or roasted samples? (Choose one)

Green

Roasted

Preferred shipping address for samples:

Would you like to sign up for Hacea's email newsletter to receive updates and notifications about new coffees and services?

Yes

No

All initial orders are due against the Delivery Order (DO) unless otherwise specified. Payment terms can be requested by submitting a completed credit application form after our business relationship has been developed and we have payment history built with you

All quotes are FOT terms and assume a 3% cash, check, ACH or e-check discount unless otherwise specified. Credit card payments will not benefit from this discount.

If Hacea (Seller) must take any legal action to collect payment for unpaid invoices, you (Buyer) agree to pay all legal fees associated with such action.

A monthly service charge of 1.5% per month will be added on all unpaid balances. This is an annual percentage rate of 18%.

Owner or Authorized Party (print name)

Signature