

elm & iron

HOME GOODS

TRADE PROGRAM

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Thank you for your interest in our Trade Program!

The Trade Program is only for qualifying professional interior designers, home stagers, architects, and licensed general contractors who work with clients on their design or home improvement projects.

Please contact us if your business falls outside of these parameters & we are happy to assess.

Trade members have access to ONE of the following purchasing or rewards options:

OPTION 1

OPTION 2

PRODUCT DISCOUNT

An exclusive discount on purchases, including special orders for regularly priced new merchandise & authentic vintage.

COMMISSION

Competitive commission on qualifying trade purchases (regularly priced merchandise).

Trade members may use one of the rewards options listed above. Members may not alternate between rewards options. Multiple options cannot be applied to a single invoice or used simultaneously. Program options cannot be combined with any other sale, clearance, discount, or promotional pricing. Invoices must be paid in full and any applicable return grace periods met prior to an invoice qualifying for commission payments. Absolutely no returns or exchanges will be approved once commission is paid. Commission checks are issued quarterly.

Please direct any trade inquiries & submit all applications via email to kate@elmandiron.com

elmandiron.com

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To qualify for our Trade Program, please provide the following documentation:

BUSINESS VERIFICATION (ONE OF THE FOLLOWING):

- Copy of a valid Business License verifying your business in interior design, general contracting, architecture or home staging.
- Copy of a State Sales Tax Exemption form
- Copy of a valid EIN certificate confirming active qualifying business
- Copy of a valid membership in a major design organization (ASID, IIDA, AIA, etc.)
- Copy of a Registered Interior Design Certificate (NCIDQ, CCIDC)

REGISTRATION (BOTH OF THE FOLLOWING):

- Completed Elm & Iron Trade Program application
- Completed W9 (required only for members requesting commission)

TAX EXEMPTION:

- Valid State Sales Tax Certificate
- Completed Uniform Sales & Use Tax Certificate Multi-Jurisdictional

SATISFACTION POLICY:

(APPLICABLE ONLY IN GREATER COLUMBUS, OH AREA)

We strive for our Trade Members & their clients to be fully satisfied with their purchases. If you are a member in the greater Columbus, OH area, we will extend a grace exchange period of 24 hours for all furniture. All special orders remain final sale. All goods must be returned in new condition. Our team reserves the right to deny return based on condition. No full refunds will be issued.

Once your Trade Program application and appropriate documentation have been submitted, please allow 48 business hours to approve your application. Qualifying Trade purchases must be invoiced under the Trade Member's account name or an Authorized Buyer on the account. The Trade Member must either be present at the time of purchase, be the direct purchasing contact for the transaction, or call ahead to approve the use of benefits for a client/buyer.

elmandiron.com

TRADE PROGRAM APPLICATION

COMPAN	YNAME				STREET AI	DDRESS			
PHONE		FAX		CITY	STAT	Œ	ZIP		
EM	AIL				WEBSITI	E URL			
		AUTHORIZED C	ONT	ACTS/BUYE					
Please list all company associat make purchases and place order					ng access to pri	cing, billin	ng, and the ability to		
LAST NAME		FIRST NAME TITLE							
		D.C.CVII	-	· Tron					
		DOCUM							
		Y BUSINESS DES	CRIP	,		:)			
INTERIOR DESIGNER/DESIGN FIRM				ARCHITECT					
GENERAL CONTRACTOR/BUILDER			HOME STAGER						
		Please attach Of							
Copy of a valid Business staging.	License ve	rifying your business	in inte	erior design, ge	neral contractin	ng, archite	cture, or home		
Copy of a Valid State Sal contracting, architecture,			erifies	the validity of	the business as	interior de	esign, general		
Copy of a valid EIN cert	ificate conf	irming active interior	design	based busines	s or other quali	fying busi	ness.		
Copy of a valid members	ship in a ma	jor design organizatio	n (e.g	., ASID, IIDA,	AIA, NKBA, I	DC)			
Copy of an Interior Desig	gn Certifica	te (e.g., NCIDQ, CCI	DC)						
		Please complete an	d atta	ch the followi	ng:				
Completed W-9* (Includ	ed with you	ır Trade Sales Packet)	- *Re	quired for clier	nts requesting c	ommissio	n or trade rewards.		
(If your business is claiming ta	x exempt st	TAX EXEM tatus and wishes to app of documents	ply tha	at status to pure	chases, we requ	ire both of	f the following pieces		
Valid State Sales Tax Exc	empt Certifi	icate							
Completed Uniform Sale application) - *Florida do					GA & TN only	; copy incl	luded with your		
		APPLICATIO	N SI	GNATURE					
Signature of Business Owner	or Authorize	ed Rusiness Personnel		Print Last	Name		Date		

(Rev. October 2018) Department of the Treasury

Request for Taxpayer Identification Number and Certification

send to the IRS.

Give Form to the requester. Do not

Internal	Revenue Service Go to www.irs.gov/Formw9 for inst	tructions and the late	St Informa	ation.					
	1 Name (as shown on your income tax return). Name is required on this line; do	not leave this line blank.							
	2 Business name/disregarded entity name, if different from above								
Print or type. Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name following seven boxes. Individual/sole proprietor or Corporation Socorporation single-member LLC Limited liability company. Enter the tax classification (C=C corporation, S=Note: Check the appropriate box in the line above for the tax classification.)	Partnership =S corporation, P=Partner	☐ Trust	/estate	certair instruc Exemp	entitie ctions o	s (codes es, not in on page 3 e code (if	dividua 3): f any)_	als; see
Print fic Inst	LLC if the LLC is classified as a single-member LLC that is disregarded from another LLC that is not disregarded from the owner for U.S. federal tax puis disregarded from the owner should check the appropriate box for the tax	urposes. Otherwise, a sing	gle-member		code				
G.	Other (see instructions) ►				(Applies	to account	ts maintaine	d outsid	e the U.S.)
See Sp	5 Address (number, street, and apt. or suite no.) See instructions.		Requester	's name a	nd add	ress (op	otional)		
Š	6 City, state, and ZIP code								
	7 List account number(s) here (optional)								
Par	Taxpayer Identification Number (TIN)								
Enter	your TIN in the appropriate box. The TIN provided must match the nam	ne given on line 1 to av	oid S	Social sec	urity n	umber			
backu	p withholding. For individuals, this is generally your social security num	ber (SSN). However, f			7 [7 [\top	$\overline{\Box}$
	nt alien, sole proprietor, or disregarded entity, see the instructions for F		.		-		-		
entitie	s, it is your employer identification number (EIN). If you do not have a n	lumber, see How to ge						_	
		Alaa aaa 14/bat Alama	OI	mployer	dentifi	cation	number		
	If the account is in more than one name, see the instructions for line 1. er To Give the Requester for quidelines on whose number to enter.	Also see vvnat Name	ana 🕒	Inployer	dentill	Cation	Turriber	$\overline{}$	\dashv
1401110	or to dive the riequester for galactimes on whose humber to cities.			-	-				
Par	II Certification							_	
Under	penalties of perjury, I certify that:								
2. I an Ser	number shown on this form is my correct taxpayer identification number not subject to backup withholding because: (a) I am exempt from backice (IRS) that I am subject to backup withholding as a result of a failure onger subject to backup withholding; and	kup withholding, or (b)	I have no	t been no	otified	by the	Interna	al Rev me ti	enue hat I am
3. I an	a U.S. citizen or other U.S. person (defined below); and								
	FATCA code(s) entered on this form (if any) indicating that I am exemp	ot from FATCA reportin	a is correc	ct.					
Certifi you ha acquis other t	cation instructions. You must cross out item 2 above if you have been not be failed to report all interest and dividends on your tax return. For real est ition or abandonment of secured property, cancellation of debt, contribution han interest and dividends, you are not required to sign the certification, but	otified by the IRS that yo tate transactions, item 2 ons to an individual retir	ou are curre does not a rement arra	ently subj apply. For ingement	morto (IRA),	gage in and ge	terest p enerally,	aid, paym	nents
Sign Here		1	Date ►						
Ger	neral Instructions	• Form 1099-DIV (dir funds)	vidends, ir	ncluding	those	from s	tocks o	r mut	ual
Section noted.	n references are to the Internal Revenue Code unless otherwise	 Form 1099-MISC (proceeds) 	various ty	pes of ind	come,	prizes	, award	s, or	gross
related	e developments. For the latest information about developments d to Form W-9 and its instructions, such as legislation enacted hey were published, go to www.irs.gov/FormW9.	Form 1099-B (stoot transactions by broken)	(ers)					er	
		• Form 1099-S (prod							
Pur	pose of Form	 Form 1099-K (mer 							
inform	ividual or entity (Form W-9 requester) who is required to file an ation return with the IRS must obtain your correct taxpayer	• Form 1098 (home 1098-T (tuition)			1098-	E (stu	dent loa	an inte	erest),
	ication number (TIN) which may be your social security number individual taxpayer identification number (ITIN), adoption	 Form 1099-C (can 		•					
	ver identification number (ATIN), or employer identification number	 Form 1099-A (acqu 							
(EIN), amour	to report on an information return the amount paid to you, or other nt reportable on an information return. Examples of information	Use Form W-9 on alien), to provide you			persor	inclu	iding a	reside	ent
	s include, but are not limited to, the following. n 1099-INT (interest earned or paid)	If you do not return be subject to backup							

UNIFORM SALES & USE TAX RESALE CERTIFICATE — MULTIJURISDICTION

The below-listed states have indicated that this certificate is acceptable as a resale/exemption certificate for sales/use tax, subject to the instructions and notes on pages 2—6. The issuing Buyer and the recipient Seller have the responsibility to determine the proper use of this certificate under applicable laws in each state, as these may change from time to time. This form was revised as of February 4, 2022.

that			is angued or is registered as a
that:	suyer):		is engaged or is registered as a Wholesaler
	uyer)	_	Retailer
		-	Manufacturer
		_	Seller
		_	Lessor (see notes on pages 2–4)
		-	Other (Specify)
		_	
s are for w Buyer is ion of Bus	wholesale, resale, or ingredients or components of a r in the business of wholesaling, retailing, manufacturesiness:	new product o ring, leasing (
description	a of tangible property or taxable services to be purch	nased from the	e Seller:
State	State Registration, Seller's Permit, or ID Number of Purchaser	State	State Registration, Seller's Permit, or ID Number of Purchaser
AL^1		NE	
AR		NV ¹⁹	
AZ^2		NJ	
CA ³		NM ^{4,20}	
CO ^{4,5}		NC ²¹	
CT ⁶		ND	
FL ⁷		OH ²²	
GA ⁸		OK ²³	
HI ^{4,9} ID ¹⁰		PA ²⁴ RI ²⁵	
IL ^{4,11}		SC	
IA		SD ²⁶	
KS ¹²		TN ²⁷	
KY ¹³		TX ²⁸	
ME ¹⁴		UT	
MD ¹⁵		VT ²⁹	
MI ¹⁶		WA ³⁰	
MN ¹⁷		WI ³¹	
MO ¹⁸			
contif. 4	ot if any property or comics as much and tour fore in	used on cor-	amad by Daylor so as to make it subject to selection to
			amed by Buyer so as to make it subject to sales/use tax, less or inform the Seller for added tax billing. This certification
			ecified, and shall be valid until canceled by Buyer in write
by the city			,
enalties of	f perjury, I swear or affirm that the information on the	his form is tru	e and correct as to every material matter.
	Authorized Signature:		
		(Owner, Partn	ner, or Corporate Officer, or other authorized signer of Buyer)
	T14		