



APPLICATION FORM

TO BECOME A RE-SELLER/AGENT FOR CLV DESIGN



APPLICANT DETAILS:

NAME OF APPLICANT:

ADDRESS:

PHONE NUMBER:

EMAIL:

ADDITIONAL INFORMATION:

NAME OF BUSINESS (IF APPLICABLE):

DELIVERY METHOD VIA THE COURIER GUY:

COURIER DIRECTLY TO CLIENT

COURIER TO AGENT ADDRESS

COLLECTION (MONTANA PARK, PTA)

OWN COURIER

RE-SELLER/AGENT TERMS AND CONDITIONS:

- As a CLV Design re-seller/agent it is important to note that you are required to supply print ready artwork in the correct sizes and formats to be a re-seller. We no longer design on behalf of sellers. CLV Design will guide the seller to submit the correct format and size prior to sending artwork.
- It is important to note that it is the re-sellers responsibility to supply high quality artwork and in the correct sizing. CLV Design will not take responsibility for any incorrect sizing or low quality artwork production.
- The re-seller/agent receives 15% off on all online products. Note that if the seller/agent has an idea not available online, it can be submitted to see if CLV Design is capable in producing the product. Any product produced by CLV Design will belong to CLV Design.
- CLV Design will not photograph any products where the design does not belong to CLV Design. As a re-seller you will be the only person who can photograph and advertise your products and we will by no means use your designs for our own benefit.
- It is the responsibility of the re-seller to photograph their own products for advertising purposes and CLV Design will not photograph on your behalf if you decide to send the order directly from us to your client.
- As a seller/agent you can choose your own profit margin and your own terms to discuss with your clients. It does not have to be approved by us.
- It is the seller/agent's own responsibility to communicate with their clients, generate sales, send out invoices and collect payments. C'est La Vie Design will not deal with any seller/agent's client queries or complaints. We work only with the seller/agent.
- As the seller/agent you are not permitted to advertise our name by any means, we are merely your supplier and don't supply directly to any of your clients.
- The agent/seller is not permitted to use any of C'est La Vie Design's photographic material. It is encouraged to make use of your own mockups or advertisements OR you can order samples to then photograph and advertise yourselves. Using any of our photographs or online information breaches this contract and is copyright infringement. You will have to create your own brand and image.
- Please note that CLV Design has our own client base which also requires designs and production. As a re-seller supplying own artwork, it is important to note that we work with strict lead time indications. It is the re-seller/agents responsibility to plan and communicate with their clients effectively. Please also communicate deadline dates prior to making payment to CLV Design.
- LEAD TIMES: Jan-Oct our lead times for supplied artwork is 5-7 working days and Nov and Dec 7-10 working days. This is full days we require for supply and production and dispatch is only next working day. We are not open weekends and public holidays. Hand made items will have a set lead time of 7-10 working days Jan-Oct and 10-12 working days Nov and Dec.
- No orders are started without payment. The seller/agent will receive an invoice upon order confirmation. Once the payment has been received, then only will your order be processed and will the suggested lead time start. No seller/agent accounts will be allowed. Full payment is required before we proceed to dispatch or hand over to any seller/agent.
- Please do not make payment before not receiving an invoice and invoice number. We receive an influx of orders daily and the only way to keep track is by invoice. You will risk the chance that your order is missed by only making payment before invoice has been sent. All is dealt with within 24 hours.
- All orders are strictly placed via email, our whatsapp line is just for quick enquiries. Do not whatsapp orders, they won't be accepted.
- When placing your order, it is important to make the subject line the date of order. Every new order is a new email. Please do not respond to a previous order or invoice with a new order. You risk in having errors with your order.
- All payments must be made by the seller/agent themselves. No direct payments from clients. This will cause confusion and delay in capturing orders.
- C'est La Vie Design will not track or trace any couriered parcels. The seller/agent will receive the needed to know tracking info and is responsible to deal with all own courier issues and queries with the provided tracking information. We mainly work with The Courier Guy.
- Any sellers or agents of C'est La Vie Design can have their own re-sellers if they wish to do so, however standard discounts will apply and we will not deal with any of the seller/agents sellers. All above terms will apply.
- IMPORTANT: Sellers and agents will be reviewed quarterly (every 3 months). Failing to make at least one sale in a quarter will result in removal from our data base as we want to avoid having sellers/agents only buying at discounted rates for friends and family.
- We do not support occasional re-sellers.
- By signing the below document, the seller/agent agrees to all stated terms and conditions and also takes note of our standard company T's and C's available online at www.cestlavedesignonline.com
- CLV Design can offer a higher discount margin up to 35% off on bulk orders.

THE APPLICANT AGREES TO ALL COMPANY T'S AND C'S? YES NO

DATE: _____

NAME: _____

SIGNATURE: _____