



City of Derry Airport  
 Airport Road  
 Derry, Northern Ireland.  
 BT47 3GY

Tel: 0044 (0) 28 7181 0784  
 Fax: 0044 (0) 28 7181 3301  
 Email: [ops.manager@cityofderryairport.com](mailto:ops.manager@cityofderryairport.com)

## CREDIT APPLICATION/ AGREEMENT

Legal Business Name:		Date Established:	
Operating/Trading As:		Website:	
Phone No:	Fax No:	Email:	
Physical Address:			
City:	County:	Country:	Postcode:

Business Status: (please tick) <input type="checkbox"/> Government <input type="checkbox"/> PLC <input type="checkbox"/> Limited Company <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor			
Company Reg No:		No. Of Employees:	
Annual Turnover:		Estimated Monthly Credit Requirement: Stg£	

Please provide details of Office Bearers/ Partners/Proprietors and confirm that those named are Authorised Signatories for the organisation.		
Name	Position	Authorised Signatory? (delete as appropriate)
1)		Yes/No
2)		Yes/No
3)		Yes/No
4)		Yes/No

Is your organisation a subsidiary or a member of a larger corporate group? (delete as appropriate)	Yes/No		
If Yes, please complete the rest of this section.			
Parent Company or Group Name:			
Parent Company or Group Address:			
City:	County:	Country:	Postcode:
Does the Parent Company or Group Guarantee Debts? (delete as appropriate)			
If Yes, please give details:			

<b>Bank Reference</b>	Bank Name:	Tel:	Fax:
Branch Address:			
City:	County:	Country:	Postcode:
Name of Your Account Manager:			
Current Account Number(s):	1)	2)	3)
Other Account Number(s) if any	1)	2)	3)

If your organisation has more than one bank please ensure you give details of the bank where your main business accounts are held.

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By signing this Credit Application/Agreement the individual executing the application below on behalf of the Customer, individually and personally, represents and warrants to the City of Derry Airport that:

- 1) He/she is authorised to execute this Application on behalf of the Customer;
- 2) The information set forth in this Application is accurate and complete;
- 3) The Customer agrees that in the event of any dispute under this Agreement the prevailing party will be entitled to recover its costs including legal fees and collection agency fees;
- 4) This Agreement is subject to the laws of Northern Ireland and any legal action taken under this agreement will be subject to those laws;

Credit Terms are up to 30 days from the date of invoice. Interest will be charged on all overdue accounts at the rate of 1.5% above Bank of England Base Rate per month. Certain credit accounts will only be authorised by the Airport Authority subject to agreement by the Customer to pay by Direct Debit. Payments will be debited from Customer accounts on the 15<sup>th</sup> of the month immediately following the billing period. Alternatively, major customers may apply to have payments transmitted by BACS.

In signing this Agreement the Customer agrees to all of the above and hereby grants permission for credit information to be verified by the companies and banks that the Customer has specified on this document and other that the Airport Authority becomes aware of during the credit review process and from time to time. The undersigned also understands that the Airport Authority will retain this Application, whether or not it is approved, and that the Airport Authority will consider this Application as a continuing statement of the undersigned's financial position and situation until notified otherwise by the Customer.

In order for the Airport Authority to sell, and continue to sell to the Customer, the Customer hereby represents and warrants that it is solvent and that it pays its obligations as they become due. The preceding representation and warranty will be deemed to be repeated for each purchase by the Customer.

Faxed and documents will be deemed as original. No oral agreements will be accepted. The terms on this Credit Application/Agreement override all others.

<b>For and on Behalf Of – Company Name:</b>	
<b>Authorised Signature:</b>	<b>Date:</b> /     /
<b>Name (PLEASE PRINT):</b>	
<b>Title:</b>	

**This Application/Agreement must be completed in full in order to be processed.**

**Post to: Operations Manager, City of Derry Airport,  
Airport Road. Derry. Northern Ireland. BT47 3GY.**

**Or Fax to: 028 7181 3301**

**Or Email to: [ops.manager@cityofderryairport.com](mailto:ops.manager@cityofderryairport.com)**

<b>For Office Use Only</b>		
<b>Credit Amount Requested:</b>	£	
<b>Credit Amount Approved:</b>	£	
<b>Payment Type Authorised</b>	<b>Direct Debit</b>	
	<b>BACS</b>	
	<b>Cheque</b>	
	<b>Cash or Credit Card only</b>	
	<b>Other</b>	



# DERRY CITY COUNCIL

## Instruction to your Bank or Building Society to pay by Direct Debit



Please fill in the form and send to: City of Derry Airport,  
Accounts Department, Airport Road,  
Eglinton, Co. Derry, BT47 3GY.

Name and full postal address of your Bank or Building Society

<b>To: The Manager</b>	<b>Society</b>	<b>Bank/Building</b>
Address		
Postcode		

Name(s) of Account Holder(s)

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Bank/Building Society account number

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Branch Sort Code

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Originator's Identification Number

9	6	0	6	4	7
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Reference Number

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### Instruction to your Bank or Building Society

**Please pay Derry City Council Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Derry City Council and, if so, details will be passed electronically to my Bank/Building Society.**

Signature(s)

Date


Banks and Building Societies may not accept Direct Debit Instructions for some types of account

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This guarantee should be detached and retained by the payer.

#### The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change Derry City Council will notify you 20 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Derry City Council or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us. at: City of Derry Airport, Accounts Department, Airport Road, Eglinton, Co. Derry. BT47 3GY.