



6637 Arctic Spur Road, Anchorage, AK 99518
P 907.278.7441 (Local) / 800.770.7330 (Toll-Free)
F 907.868.1766 (Local) / 800.408.7330 (Toll-Free)
Website: <http://www.rural-energy.com>

Account Application

1. Business Name: _____

2. Date: _____

3. Purchasing Contact: _____

4. Mailing Address: _____

5. Ship To Address: _____

6. Telephone: _____ FAX: _____

E-mail _____

Website: _____

7. Please check the products you are interested in obtaining an account for:

Oil Products

Toyostove

Oil Miser

NordicStove

Other _____

Gas Products

Rinnai

Water Heaters

Boilers

Other

Wood Stoves

Pellet Stoves

Plumbing Products

Service Only: _____ (List Product Type)

8. Please describe your current business activity.

9. Describe your physical location and the facility that you intend to use to market our products.

10. Indicate which area (community, region, etc.) you believe you can adequately supply products and provide service?

11. Describe your marketing plan (and/or existing activity.) What have you done or will you do to promote our products in your area?

12. Describe your service capability: Provide the name and credentials of service person(s), prior experience with heating equipment or appliance repair, or any previous training on this type of equipment.

13. How will you (or your representative) learn how to service our products?

a. We do not believe it is necessary:

b. Service Manual and Rural Energy Telephone Help:

c. Rural Energy Training: Preferred dates for training: _____



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DEALER POLICIES & GUIDELINES

I. DEALERSHIP POLICIES:

- A. **Authorized Dealership:** Where marketing efforts or warranty service requirements dictate, R.E.E. will establish “authorized dealerships”. These will be reviewed annually each April. Based on sales history (all R.E.E. products), and R.E.E.'s evaluation of past performance (as listed in the section below), R.E.E. will determine whether the dealership is renewed. R.E.E. will also use the annual dealer status review to determine the dealership credit limit and the dealers discount structure for the upcoming season.
- B. **Dealership Territories:** In general R.E.E. does not establish defined dealership territories. Our goal is to ensure that each product that we sell has adequate service and marketing representation in any given area. To accomplish this we may choose to establish one dealership in a given location or we may choose to establish multiple dealerships. In general especially in small communities we will refrain from establishing multiple dealerships that sell the same products. Several dealerships may be established to serve metropolitan areas with several adjacent communities that are interconnected.
- C. **Annual Dealer Review:** The status review will consider the following:
1. Total sales - dollars.
 2. Total sales - products.
 3. Service capability and record.
 4. Payment history and status.
 5. Sales demographics.
 6. Marketing efforts and effectiveness.
 7. Customer satisfaction.
- D. **Dealer Status:** Dealerships that sell less than \$2000 worth of R.E.E. product in a twelve month period may be considered inactive and the territory served by that dealership may be considered in need of a new dealership. R.E.E. may also close dealership credit accounts at the discretion of R.E.E. management.

II. MARKETING GUIDELINES

- A. Though dealerships do not have exclusive territories, R.E.E strongly discourages dealerships from aggressively promoting and selling into markets served by other local dealerships. R.E.E. believes

that a vital network of cooperating sales and service dealerships is the most appropriate long-term marketing strategy for most of our products. R.E.E. may choose (at any time) to terminate the dealership authorization of dealerships that are unwilling to cooperate with this strategy.

- B. R.E.E. will not cooperate with dealership marketing efforts specifically designed to sell into another dealership's territory. That is, no advertising co-op support, no drop shipments, etc.
- C. Though R.E.E. will not aggressively solicit bids for R.E.E. products, there may be situations in which it may be appropriate to respond to bids in order to maximize the long-term marketing success of our products.

III. ADVERTISING GUIDELINES

- A. R.E.E. vendors and R.E.E. offer a variety of advertising co-op programs that vary from time to time and from vendor to vendor. R.E.E. will inform dealers about these and other incentive programs by mail. It is the dealer's responsibility to read their mail from R.E.E. R.E.E. will send frequent notices, but will assume no responsibility for "lost mail" or failure to notice.
- B. Dealers should not advertise in other dealership territories though general advertising to open territories is acceptable.

IV. SERVICE RESPONSIBILITIES

- A. Manufacturers of various R.E.E. products offer customers repair under warranty by authorized dealerships. Dealers that sell these products **must provide repair service (even if the unit was sold by another dealer) for these products.** This can be provided by the selling company **or through an arrangement with a separate company or individual. However, the selling dealer assumes responsibility for ensuring that adequate repair service is available to their customers.**
- B. R.E.E. reserves the right to cancel authorization and/or limit product availability of any dealership that does not or cannot provide repair service for the R.E.E. products that they sell.



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APPLICATION FOR CREDIT

TO AVOID ANY DELAY IN PROCESSING, COMPLETE IN FULL. ALL INFORMATION TO BE HELD IN CONFIDENCE.

BILL TO:

EXACT NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

PHONE _____

FAX _____

WEBSITE _____

PRODUCTS INTERESTED IN _____

SHIP TO:

NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

PHONE _____

EMAIL _____

GENERAL BUSINESS INFORMATION

TYPE OF BUSINESS

SOLE PROPRIETORSHIP

PARTNERSHIP

CORPORATION

YEARS IN BUSINESS _____ YEAR OF INC. _____ STATE OF INC. _____

I.R.S./FEDERAL TAX ID NUMBER: _____ or SSN# _____

STATE TAX ID NUMBER (WA): _____

OFFICER'S NAME _____ TITLE _____

OFFICER'S NAME _____ TITLE _____

ACCOUNTS PAYABLE CONTACT _____

PURCHASING CONTACT _____

BANK REFERENCE

BANK NAME _____ OFFICER HANDLING _____

CITY _____ STATE _____ ZIP _____ PHONE _____

CHECKING ACCT. NO. _____

CREDIT LIMIT REQUESTED _____

BUSINESS CREDIT REFERENCE (LIST MINIMUM OF THREE)

REFERENCE 1/ACCOUNT # _____ FAX _____

STREET _____ CITY _____ STATE _____ ZIP _____

REFERENCE 2/ACCOUNT # _____ FAX _____

STREET _____ CITY _____ STATE _____ ZIP _____

REFERENCE 3/ACCOUNT # _____ FAX _____

STREET _____ CITY _____ STATE _____ ZIP _____

We hereby authorize the above listed Bank and Trade References to release information to Rural Energy Enterprises, Inc. for use in the evaluation of this account request.

SIGNATURE _____ DATE _____

PRINTED NAME AND TITLE _____

COMPANY NAME _____



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PURCHASING TERMS & CONDITIONS AGREEMENT

In order to purchase from Rural Energy Enterprises, Inc., the following terms and conditions will apply:

- A. Orders will be invoiced at the time of shipment.
- B. It is understood that the above terms are from date of invoice.
- C. Invoices/balances over 30 days old will be subject to a service charge of 1.5% per month.
- D. Rural Energy Enterprises, Inc. also reserves the right to withhold shipments to any overdue accounts
- E. All goods returned for credit or refund will be handled as follows:
 1. Please call us for a return authorization number.
 2. All freight must be prepaid back to Rural Energy Enterprises, Inc.
 3. All items must be in original or comparable cartons and in good condition.
 4. No broken or partial cartons will be accepted.
 5. All returns are subject to a 10% restocking charge, electrical components are subject to a 25% restocking fee if it is determined that the box has been opened. If opened the electrical component will be tested at REE's convenience and if the item fails inspection credit will be denied.
 6. Rural Energy Enterprises, Inc. reserves the right to refuse return of goods at their discretion.

If any invoice on the account exceeds 30 days from the date of invoice without payment, the amount due plus the amounts for all current invoices becomes immediately due. In this event all future orders will be shipped C.O.D. including C.O.D. Fees, Shipping Charges, and the total balance due on my account.

If it is necessary for Rural Energy Enterprises, Inc. to engage legal counsel or employ collectors to satisfy their billings, the dealer account agrees to pay, in addition to any outstanding balance, all legal fees and/or collection agency fees, service charges and court costs.

This agreement shall be construed to have been executed in the Municipality of Anchorage, Alaska, and shall be interpreted in accordance with, and shall be governed by, the laws of the State of Alaska. All disputes arising hereunder shall be subject to the jurisdiction of the State of Alaska and venue for any such litigation shall be proper in the courts of the Municipality of Anchorage and suit brought shall be brought in Anchorage, Alaska.

This agreement shall become effective only upon approval of my credit.

Rural Energy Enterprises, Inc. is authorized to investigate our credit record and to report to proper persons and bureaus my performance of this agreement. The Federal Equal Opportunity Act requires that all creditors, including banks, savings and loan associations, small loan companies, retail stores and others, make credit equally available to all credit worthy customers without regard to sex or marital status. The Federal Agency which administers compliance with this law concerning this business is the Federal Trade Commission, Washington, D.C. 20580.

The individual signing this agreement personally guarantees, in his/her individual capacity, as well as in any corporate or business capacity, payment in full of the account for the company listed on this application. All

information and representations in this credit application are correct and I understand that payment in full is required in accordance with the terms. This guarantee is continuing and irrevocable while there is any unpaid balance due to the account.

I (we) have read and understand the Rural Energy Enterprises, Inc. purchasing terms and conditions. By signing and returning this form to Rural Energy Enterprises, Inc. I and the company I represent agree to follow these guidelines. I recognize that failure to do so may result in cancellation of our Rural Energy Enterprises, Inc. account.

I (we) Certify that all the information on this credit application form is correct.

Print Name _____

Title _____

Signed: _____ Personally and on behalf of _____
Company Name

SSN: _____ Driver's License Number: _____ Date: _____