



**CUSTOM TAILORED WHEEL & TIRE PACKAGES**

## NEW CUSTOMER SETUP INFORMATION FORM

COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

WEBSITE ADDRESS: \_\_\_\_\_

TYPE OF COMPANY: ☐ Corporation ☐ Limited Liability Company (LLC) ☐ Partnership ☐ Sole Proprietor

FEDERAL I.D. NUMBER: \_\_\_\_\_

STATE RESALE TAX I.D. NUMBER: \_\_\_\_\_

(\*Note: Attached Arizona Form 5000A must also be completed, signed & returned, in order not to be charged Sales Tax on purchases.)

ACCOUNTS PAYABLE CONTACT: \_\_\_\_\_

ACCOUNTING E-MAIL ADDRESS: \_\_\_\_\_

ARE PURCHASE ORDER NUMBERS REQUIRED? ☐ Yes ☐ No

PREFERRED WSI SALES REPRESENTATIVE: \_\_\_\_\_

TRADE REFERENCE: \_\_\_\_\_

*By signing below, I state that the information provided above is correct, and I have read, and agree to the WSI Terms and Conditions of Sale included in this packet.*

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

(\*Note: If requesting an open account, a separate Credit Application Packet must be completed and submitted.)

**PAYMENT TERMS:**

All orders will be delivered or shipped on a C.O.D. (cash or verified funds only) basis, unless an application has been approved for company check or open account. Personal checks will be accepted as long as the check writer is present at the time of sale and can provide proper identification, but will be limited to a maximum amount of \$500.00. Debit/Credit card payments will be accepted as long as the Debit/Credit card and Debit/Credit card holder are present at the time of sale, and can provide proper identification. Over the phone Debit/Credit card payments may be accepted under the following guidelines. A) They must be accompanied by a signed Debit/Credit card telephone acceptance form, and B) They will be subject to verification at the sole discretion of Wheel Specialists, Inc. A credit card surcharge of up to 3% may be assessed on applicable transactions. Open account terms will be Net 10<sup>th</sup> of the month following purchase. If payment is not received by the 20<sup>th</sup> of the month following purchase, the account will be placed on C.O.D. and a finance charge of 1.5% may be assessed on all invoices that remain unpaid after 30 days. Books will be closed on the last day of each month. All checks returned due to N.S.F. will be assessed a \$25.00 per check service charge. All merchandise will remain the property of Wheel Specialists, Inc. until paid in full.

**FREIGHT/SHIPPING & HANDLING CHARGES:**

All freight and/or shipping & handling related charges are to be paid by the customer unless prior arrangements are made at the time of sale.

**CLAIMS:**

Claims for shortage or error must be made within 3 days of receipt of shipment. Claims for merchandise damaged or lost in transit must be made at time of receipt, and documented immediately with the carrier. It will be the shipper's responsibility to file any claims with the carrier. Claims not made or handled within the specified period may not be honored.

**RETURN POLICY:**

Wheel Specialists, Inc. will gladly accept unused returns within 45 days of the original sale. Unused returns over 45 days will be assessed a 20% restocking fee. Return requests over 180 days will not be accepted. All returns must have prior approval and must be accompanied by a return authorization number. All return shipments must be sent freight prepaid, any freight collect shipments will be refused. It is the customer's responsibility to make sure merchandise being returned to Wheel Specialists, Inc. is packaged properly. Wheels must be bagged and placed in a box that is durable enough to withstand rough handling by freight carriers. Double boxing and the use of foam sheets is highly recommended. Wheels that have been mounted will not be accepted for return under any circumstances. It is the customer's responsibility to fit check wheels before mounting. Wheels that have been custom built, custom machined, or have had custom work (plating, polishing, painting, etc.) done to them are not returnable. Any merchandise "special ordered" by Wheel Specialists, Inc. is not returnable. Closeout and discontinued merchandise are not returnable.

Merchandise installed by Wheel Specialists, Inc. may be returnable depending on its condition. Merchandise must be in "new", "re-saleable" condition, and may not have been used for any period of time. Tires that are worn, wheels that have been dinged, nicked, and/or scraped, etc. do not constitute "new", "re-saleable" merchandise. These type of returns will be handled at the sole discretion of Wheel Specialists, Inc., and may be rejected or subject to miscellaneous labor, repair, and/or restocking fees.

**CREDIT/REFUND POLICY:**

Once it has been established that a credit will be issued based on our return policy, Wheel Specialists, Inc. will process a credit memo and post it to our books. These credits may only be used by the customer towards future purchases from our company. In the event Wheel Specialists, Inc. originally installed the merchandise, a refund may be eligible, and will be issued in the same form as the original payment, less any miscellaneous labor, repair, and/or restocking fees incurred.

**WARRANTY CLAIMS:**

Returns for defective merchandise must have prior approval and must be accompanied by a return authorization number. Merchandise must be sent to Wheel Specialists, Inc. freight prepaid. Wheel Specialists, Inc. will send defective merchandise back to the manufacturer for inspection. Credit will be issued to the customer as soon as Wheel Specialists, Inc. receives manufacturer approval. Freight or labor charges incurred may or may not be reimbursed depending on the terms of the manufacturer. Defective merchandise will be repaired or replaced at the sole discretion of the manufacturer. Damage to merchandise caused by shipping, handling, installation, collision, vandalism, use of chains, mechanical defects of a vehicle, racing or willful abuse is not covered under any warranty. Road hazard damage caused by pot holes, road construction, curbs, railroad tracks, uneven road surfaces, nail holes, etc., are not covered under warranty, unless an optional road hazard policy was purchased at the time of sale.

**CHROME WHEEL WARRANTY CONDITIONS:**

Wheels are warranted for a period of one year from the original date of sale against defects of materials or workmanship such as peeling, flaking or blistering of plating. This warranty does not cover corrosion or discoloration caused by chemicals, detergents, polishing compound or coarse abrasives used in cleaning. Using these types of products can permanently damage your wheels and will void your warranty. Always run cool water on wheels before cleaning. Failing to cool wheels before cleaning can cause discoloration. Clean wheels frequently with mild soap and warm water. Freight and expenses incurred for labor and mounting or dismounting of tires are not covered by this warranty. This warranty is void if wheels are damaged with nicks from improper tire mounting, improper installation, accident, or curb damage, normal wear and tear, neglect or road impact. Pits and minor imperfections on a newly chromed wheel may be seen on occasion. These are results of the manufacturing process and are not plating defects. This warranty is not transferable.

**O.E. CHROME EXCHANGE TERMS AND CONDITIONS:**

Customer understands that when purchasing original equipment wheels and/or accessories for chrome exchange from Wheel Specialists, Inc., the "cores" will be due. Cores need to be returned to Wheel Specialists, Inc. within 15 days of the date of sale. Customer will be responsible for replacement costs of cores that are not returned within 30 days of the date of sale. Cores are to be returned at the customer's expense. Wheel Specialists, Inc. is not responsible for shipping charges related to returning cores owed to them. Cores must be the **EXACT** same part that was given to the customer in chrome, but in the original factory finish. Cores must also be free of any damage or defects. Customer will be responsible for any costs incurred to repair or replace cores returned that aren't in usable condition. Any chrome parts returned as cores are subject to an additional stripping charge, and may be rejected depending on their condition. Wheel Specialists, Inc. cannot be responsible for the condition of customer's parts given to them for chrome plating. It is the customer's responsibility to inspect their parts prior to shipping to determine their condition.

**TAKE OFFS/LEFT MERCHANDISE:**

Any "take off" merchandise left by customer and not picked up within 10 days after the sale will be disposed of at Wheel Specialists, Inc. discretion. No compensation will be awarded unless customer and Wheel Specialists, Inc. have a prior written agreement. Any merchandise left with Wheel Specialists, Inc. for machining, repair, polishing, plating, etc., must be paid for and picked up within 45 days after the work is done. If merchandise is still "unclaimed" after this time, Wheel Specialists, Inc. will consider the merchandise "abandoned", and have the right to dispose of it, at its discretion, with no refunds or compensation awarded to the customer.

**PRICING/AVAILABILITY:**

All prices are subject to change without notice. Availability of merchandise is solely subject to the manufacturer. Wheel Specialists, Inc. will not be held responsible for availability issues or problems that are beyond their control.

**NOTES:**

Wheel Specialists, Inc. recommends that all lug nuts or bolts be retorqued after 25 miles. Maintaining proper air pressure and rotating tires on a regular basis is crucial to tire wear. Wheel Specialists, Inc. recommends that all high performance tires be run and maintained within a +0/-10% psi range relative to the maximum psi listed on the sidewall of the tire. Maintaining air pressure within this range and rotating tires every 6,000 to 8,000 miles will insure maximum tread life of the tire. Vehicles that come equipped with air pressure monitoring systems (TPMS) installed as original equipment from the manufacturer may require that the pressure sensing devices be installed in the aftermarket wheel and tire assemblies in order to keep the system functioning properly. The customer needs to be aware that these pressure sensing devices were designed for the original equipment wheel and tire assemblies and may not be applicable or transferable to aftermarket wheel and tire assemblies. If the pressure sensing devices cannot be transferred or applied to the aftermarket wheel and tire assemblies, and there is not an "aftermarket" option to keep the pressure monitoring system operational, Wheel Specialists, Inc. cannot be responsible if the customer chooses to "bypass" or "disable" the system, and operate the vehicle with a "non-operating" air pressure monitoring system (TPMS). Aftermarket tires, wheels, and accessories sometimes require different hardware and accessories than that originally installed on a vehicle. Examples would include lug nuts, lug bolts, hub centric rings, etc. Aftermarket hardware and accessories provided and/or installed with aftermarket tires, wheels, and accessories are **not** compatible with original equipment tires, wheels, and accessories originally installed on a vehicle. Wheel Specialists, Inc. strongly advises that proper attention be paid when installing any tire, wheel, or accessory on a vehicle. Not using the proper hardware, checking for obstructions (center bore depth, old hub centric rings, spring clips, etc.), torquing to recommended specifications, and/or installing damaged or wrong merchandise, can all lead to serious damage to a vehicle and/or serious injury or death.

**DISCLAIMER:**

All of our aftermarket wheels, tires, and accessories are designed and produced to meet or exceed industry standards. These aftermarket parts will likely change the way a vehicle looks, handles, and performs from that of when it was originally equipped from the manufacturer. The customer understands that these changes will vary the vehicles handling, visibility, and braking ability from the manufacturer's original equipment. The customer assumes all risks associated with the driving changes caused by these aftermarket products.

**Arizona Form  
5000A****Arizona Resale Certificate**

- Use this form to purchase tangible personal property for resale in the ordinary course of business.
- Wholesalers must have a Transaction Privilege Tax ("TPT") or other state's Sales Tax License to purchase tangible personal property for resale.

This Certificate is prescribed by the Department of Revenue pursuant to A.R.S. § 42-5022. The purpose of the Certificate is to document the purchase of tangible personal property for resale in the purchaser's regular course of business. It is to be filled out completely by the purchaser and furnished to the vendor. The vendor shall retain this Certificate for single transactions or for specified periods as indicated below. This Certificate shall be obtained from the purchaser at the time of the sale. Incomplete Certificates are not considered to be accepted in good faith.

A. Business Name and Address:		B. Check Applicable Box:
Name	*TPT/Sales Tax License No.	<input type="checkbox"/> Single Transaction Certificate <input type="checkbox"/> Period From _____ Through _____ <i>(You must choose specific dates for which the certificate will be valid. You are encouraged not to exceed a 12 month period. However, a certificate will be considered to be accepted in good faith for a period not to exceed 48 months if the vendor has documentation the TPT license is valid for each calendar year covered in the certificate.)</i>
Address		
City	State ZIP Code	
Vendor's Name Wheel Specialists, Inc.		

C. Precise Nature of Purchaser's Business:

D. Description of Property Being Purchased:
Automotive Wheels, Tires, Parts, and Accessories

E.
<b>The following sales of tangible personal property do not require the purchaser to provide a TPT or other Sales Tax License (check appropriate box):</b> <input type="checkbox"/> Sales to the U.S. government or its departments or agencies for resale (purchased directly by the Federal Government). <input type="checkbox"/> Sales to an unlicensed Arizona School District for resale (purchased directly by the school district). <input type="checkbox"/> Sales to a nonprofit charitable I.R.C. § 501(c)(3) organization for resale. (Attach I.R.S. determination letter to this form.) <input type="checkbox"/> Sales to a nonprofit charitable I.R.C. § 501(c)(3), (c)(4), or (c)(6) organization associated with a major league baseball team or a national professional golfing association for resale. (Attach I.R.S. determination letter to this form.) <input type="checkbox"/> Sales to a nonprofit charitable I.R.C. § 501(c)(3), (c)(4), (c)(6), (c)(7), or (c)(8) organization that sponsors a rodeo featuring farm and ranch animals for resale. (Attach I.R.S. determination letter to this form.) <input type="checkbox"/> Sales to a nonprofit charitable I.R.C. § 501(c)(6) organization that produces, organizes, or promotes a cultural or civic related festival or event - for resale. (Attach I.R.S. determination letter to this form.)

F. Certification
<b>A seller that has reason to believe that this Certificate is not accurate, complete, or applicable to the transaction may not accept the Certificate in good faith and the seller will not be relieved of the burden of proving entitlement to the exemption from tax. A seller that accepts a Certificate in good faith will be relieved of the burden of proof and the purchaser may be required to establish the accuracy of the claimed exemption from tax as provided in A.R.S. § 42-5009. Subsequent use or consumption of the tangible personal property by the purchaser other than sale in the ordinary course of business will subject the purchaser to the Arizona use tax. Willful misuse of this Certificate will subject the purchaser to criminal penalties of a felony pursuant to A.R.S. § 42-1127(B).</b>
I, (print full name) _____, hereby certify that these purchases are for resale in the ordinary course of business and that the information on this Certificate is true, accurate and complete. Further, if purchasing as an agent or officer, I certify that I am authorized to execute this Certificate on behalf of the purchaser named above.
SIGNATURE OF PURCHASER _____ TITLE _____ DATE _____