17a Derrycoose Road
Portadown
Co. Armagh
Northern Ireland
BT62 1LY

Telephone: +44 (0) 28 2885 2662
Email: info@universalmeat.co.uk
Faccsimile: +44 (0) 28 3885 2662

Internal	
Sales	
Acc Co.	
Date	
Terms	

Are you a Sole Trader, Partnership, Limited company?

Sole Trader ☐ Partnership ☐ Limited Company ☐

DETAILS OF APPLICANT
SOLE TRADER NAME _____
BUSINESS TRADING NAME _____

Trading Address
Postcode:
Mob:
Phone:
Fax:

Home Address(if sole trader/partnership)(registered address if a Limited Company)
Postcode:
Phone:
Fax:

Accounts
Contact Name:
Phone:
Email Address:
Invoice/statement

If a PARTNERSHIP please give the names and home addresses of other partners

1. _____
2. _____
3. _____

If VAT Registered please give VAT

If a Limited Company please give COMPANY REGISTRATION NUMBER

Is your premises leased or owned?(please tick) Leased ☐ Owned ☐

References
Bank Name & Address:
Postcode:
Phone:
Fax:

Bank Sort Code _____
Account Number _____
Account Title _____

Are your TRADE DEBTORS FACTORED? ☐ YES ☐ NO

(If yes) - Name of factoring Company _____

Two Trade References:
Email:
Postcode:
Phone:
Fax:
Email:
Postcode:
Phone:
Fax:

OTHER INFORMATION

1. Estimated Stg. Value of Goods you propose to purchase each week £
2. Estimated Stg. Value of Credit Limit you require £
3. Please enter any other information you think is relevant to the application

SIGNATURE and DATE (must be completed by sole trader/partner/director)

Name (print) Job Title Signature on behalf of the Purchaser

DATE _____

SECTION TO BE COMPLETED BY ALL APPLICANTS

DECLARATION - to be signed by authorised signatory of company or owner, partner or lessee.

I/We agree to pay for all goods by the 10th of the month following delivery (unless otherwise agreed by Universal Meat Company) and understand that prior to credit facilities being granted, all deliveriess will be on a cash sale basis. We will formally notify you when your account is operative.

I/We have read and understand the conditions of sale.

Signed: _____ Print Name: _____
Position: _____ Date: _____

Please return to: Accounts Dept., Universal Meat Company, 17a Derrycoose Road, Portadown, Co. Armagh BT62 1LY. Tel: 028 3885 2772 Fax: 028 3885 2662

N/B. It may take 2-3 weeks for clearance of account facilties depending on the speed of response by the above references.

FOR OFFICE USE ONLY

Date returned: _____ Ref.1 Received: _____
Date notified: _____ Ref.2 Received: _____
Terms Agreed: _____
Credit Limit: _____

Signed: _____

***Please return your completed account forms to sales@universalmeat.co.uk and one of our team will be in touch shortly**

Privacy Policy

What information do we need and store?

• We are a data controller. We collect the following information to enable us to do business with our customers: company names; company address details; names of personnel in companies; company telephone and fax numbers; company email addresses; and company registration/VAT numbers.

• We also retain information from enquiries and correspondence from our customers. This information is stored securely on our on-site server.

Why do we need to gather this information?

• We need this information to be able to provide services to our existing and new customers. We also use this information to generate credit checks and provide statutory governmental returns.

What do we do with the information we gather?

• Your data is processed and hosted on site in our offices at Derrycoose Road, Portadown. Your data will not be transferred to any third party unless this is required for one of the following reasons: law enforcement request, court order or statutory requirement; merger, acquisition of company or sale of company assets. Any such third party will have similar appropriate data protection policies.

• We do not and never shall sell your personal data to third parties for marketing or advertising purposes.

How long do we keep your data?

• We only keep your personal data for as long as is needed to enable us to deliver services to you and to comply with legal and regulatory requirements. This period of time is seven years.

Your rights under GDPR

• GDPR regulations state that you have the right to make requests to see what information we hold on you. If you believe our information is incorrect, or if you wish to have the data deleted, please contact our Data Protection Officer, Paul Richardson, at dpo@universalmeat.co.uk and he will organise for the information to be provided.

• If you wish to complain about any aspect of how we store or process your data, please email dpo@universalmeat.co.uk. Alternatively, you can contact the Information Commissioner's Office (ICO) at ico.org.uk.