Check by Fax Agreement

Dear Valued Customer,

"Check by Fax" is a simple, easy way to keep your records correct and up to date. It is not an extension of credit.

Here is an outline of how it works:
1. Your order is placed with us
2. We ship your order and send you an electronic invoice

The terms "Check by Fax" require that you fax your payment to us within twenty four (24) hours of receiving our invoice, not your package.

When you receive the invoice please attach your check for the total amount of associated invoice(s) and fax the copy back to us. We will re-create a copy of the check you faxed to us for deposit to the bank. (You keep the original for your records) Your check is due within **one (1)** day after you receive your invoice(s). After **three (3)** days, your account is considered past due and you will receive a reminder phone call. After **six (6)** days, your account will be placed on purchase hold. You will receive a fax, email or phone call reminding you that your invoice is due and the status of your account. After **twelve (12)** days your account will be sent to a collection agency. If you are having trouble getting your check to us, please call our office so your credit is not affected.

We also have Net 30 terms. If you would like to apply for Net 30 terms feel free to contact the accounting office so we can assist you with the application process. An application may also be submitted online at www.horizonparts.com.

Should it be necessary to engage others to collect past due monies from the undersigned of the company, the seller shall be entitled to all costs, including collection fees, attorney's fees, court costs, and any other reasonable expenses, both at trial and upon appeal.

Please sign and date below ensuring that you have read and understand the terms.

Business Information	
Company Name:	Horizon Account # (if applicable):
Accounting Fax Number:	Optimus Account # (if applicable):
Accounting Email Address:	

Print Name: Date:

Signature: