



An authorized service provider of



New Customer Application

To begin the application process for requesting a new Burt's Bees wholesale account, please email scanned copies of the following materials to newaccounts@burtsbeescustomer.com:

- 1 Completed New Customer Application**
- 2 Signed New Customer Policy Page (reverse side)**
- 3 Copy of Sales & Use Tax or Resale Certificate**
 - Sales & Use Tax or Resale certificate should be provided for all states in which Burt's Bees products will be resold.
 - Make tax certificates in the name of Supplies Distributors, Inc.
- 4 Opening Order:**
 - Submitted on a current Burt's Bees order form with a \$250 minimum order.
 - Orders must be paid for by credit card or check.

Please allow up to two weeks for your new account paperwork to be processed and reviewed. Interior and exterior photos of your store may be required for account approval. Also, note that submission of this application does not guarantee account approval.

Please complete all sections clearly and legibly. Incomplete or illegible information may delay processing new accounts.

Date: _____ Name of Business: _____

Contact Information

Primary Contact Name: _____ Title: _____

Email: _____ Website: _____

Phone: _____ Fax: _____

What is your preferred method of contact (Select One): Phone Email Other: _____

Billing Information

Accounts Payable Contact: _____ Accounts Payable Phone: _____

Billing Address: _____

Estimated Annual Sales of Burt's Bees Products: \$ _____

Shipping Information

Shipping Address: _____

Check here if you have multiple shipping locations and attach a detailed list of additional locations to this application.

Additional Information

Years in Business: _____ # of Doors: _____

Business Type:

- College Bookstore Convenience Drug Store Department Store Gift Specialty Mass
- Grocery Chain Health Food Distributor Outdoor/Sporting Ecommerce
- Other: _____

Sales Strategy (Select all that apply): Store Online Flea Market International Distributor Home Other: _____



A signed copy of this New Customer Policy Page must be returned with your completed New Customer Application and all other application materials. In order to be considered for approval as an authorized reseller of Burt's Bees products, you must agree to the terms and conditions set forth herein.

New Accounts

Please allow up to two weeks for your new account paperwork to be processed. Submission of application materials does not guarantee account approval. A customer number will be established with your first order upon approval of new account. Your initial order must include a signed copy of this New Customer Policy Page, completed New Customer Application and a copy of the Sales & Use Tax or Resale Certificate issued to your company by all states in which you operate retail stores. Interior and exterior photos of your store may be required for account approval.

Burt's Bees, Inc. (BBI) does not allow our products to be sold on any type of auction website or marketplace such as eBay or Amazon 3P. Existing stores may sell BBI products on their retail website if approved. BBI reserves the right to limit or discontinue the selling of its products to parties with sale and distribution strategies not compatible to those of BBI.

International Distribution

Wholesale purchases of BBI products are exclusively for resale to the end-consumer in the United States. International distribution or sales to a third party other than an end-consumer is strictly prohibited unless specifically approved in writing by BBI. Customer shall not, directly or indirectly (through brokers, distributors or otherwise), sell or agree to sell any BBI products to any wholesaler, consignee, broker, retailer, customer or other third party buyer who Customer knows, or has reason to know: (i) intends to receive delivery of such BBI products anywhere outside of the United States; or (ii) sells or otherwise diverts (or intends to sell or otherwise divert) such BBI products outside of the United States. Customer shall immediately cease shipping products to any third party that does not comply with this clause. Customer shall notify BBI in writing of any diversion outside of the United States or attempted diversion outside of the United States by any person or entity of any of the BBI products sold to Customer within three (3) days of becoming aware of such diversion.

Product Testers

Type "1" in the Tester Qty column on the order form. Testers are not available for items marked N/A. Request one free tester for each \$100 of product ordered, with a maximum of 10 per order.

Pricing

Prices may change without notice.

Shipping

FOB origin shipping point is Memphis, TN. All standard freight is pre-paid. Please allow up to 14 business days lead time on all orders from time of receipt until delivery to your designated shipping location.

Minimum Order Amounts

The minimum for a BBI opening order is \$250. Our re-order minimum is \$150 by fax, email or bee2bee.com.

Return Policy

All sales are final. Credit will be issued only for defective or damaged merchandise or for products shipped in error by BBI. Claims must be made within 5 days of receipt of merchandise. Liability for merchandise qualifying for credit is limited to the value of the products returned.

Payment Methods

Orders paid by credit card will be released upon authorization of charge. Orders paid by check will be held up to 10 business days before releasing. Returned checks are subject to an insufficient funds fee. Accounts sent to collection are subject to all collection agency fees.

Out of Stock/Discontinued Products

We attempt a 100% fill rate on all orders, but occasionally may be out of stock of an item. We do not back order.

Packaging

BBI products must be sold in their original packaging. Packaging may not be changed in any way, including the removal of product from the original package or by altering copy or structure. Our products are packaged and sold in case pack quantities only. The contents of all kits are subject to change without notice. BBI may occasionally replace kit items with equivalent products.

By signing this policy page, I am stating that I understand and adhere to all policies set forth by Burt's Bees, Inc.

Name of Business _____

Name of Person _____	Title _____	Date _____
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