

# BOOKSHOP STAFF ACCOUNT APPLICATION

Terms and Conditions Apply - see below



## 1. PERSONAL DETAILS

Payroll Number

Family name

Given names

Postal address

State

Postcode

Department

Position

Employment Mode (FT/PT/Casual)

How long in position

Email Address

University Phone Number

Mobile or Alternate Phone Contact

**How did you find out about Bookshop Staff Accounts?** (tick any that apply)

Induction Programme  Bookshop Advertising  Bookshop Website  Bookshop Staff  Other Staff

Other

## 2. TERMS AND CONDITIONS OF SALE

1. Notwithstanding that delivery may have been made, title in any products sold by CQUni Bookshop shall not pass to the customer until payment in full has been received for the invoice of same. CQUni Bookshop shall be entitled to an unpaid vendor lien on the goods until payment is received.

2. Delivery shall be made to the location specified on the order form and the customer shall be liable for freight costs.

3. The customer shall make payment in full against the CQUni Bookshop Invoice. Settlement of the account must be nett cash within thirty days of date of statement, otherwise an account is regarded as overdue and CQUni Bookshop reserves the right to stop supply on any overdue accounts.

4. If settlement of an account exceeds 60 days, the account will be passed to the CQUniversity Australia Finance Division for debt collection.

5. CQUni Bookshop accepts no liability for damage to goods in transit, for short delivery or for other non-delivery. Goods in transit will be at the customer's risk. The customer shall at his or her own expense insure the goods against all loss or damage however caused until the title in the goods is transferred. The customer hereby indemnifies us against any loss or damage to the goods however arising.

The CQUniversity Bookshop Terms and Conditions also apply to use of this and all facilities associated with the Bookshop (including online and in-store shopping). As stated therein, placing an order with CQUni Bookshop constitutes an agreement to abide by these terms and conditions in so far as they do not violate statutory consumer rights.

You can read these Terms and Conditions online at <http://bookshop.cqu.edu.au/help.asp#Terms&Conditions>

## 3. AGREEMENT

I hereby apply to open a credit account with CQUni Bookshop. I have read and fully understand the CQUni Bookshop Terms and Conditions of Sale attached to this application and agree to abide by them. I also understand that if I cease to be employed by CQUniversity Australia any amount outstanding will become due and payable and I also agree to this amount being deducted from my final salary payment from CQUniversity Australia.

Applicant's signature

Date

Email application to [bookshop-accounts@cqu.edu.au](mailto:bookshop-accounts@cqu.edu.au) (where possible please use your CQUniversity email account to submit your application)

Alternatively post your application to **Bookshop Accounts, Building 35, Bruce Highway, Rockhampton North QLD 4701**

## BOOKSHOP STAFF USE ONLY

APPLICATION APPROVED  ACCOUNT CREATED  ONLINE PASSWORD CREATED  APPLICANT GIVEN PASSWORD AND STAFF ACCOUNTS GUIDE

COMMENTS