

### Business Information

Registered Legal Name	Year of foundation	
Type of business	Owner's name(s)	
Address	City   State (Province)	
Country	Web site	
Postal Code	Buyer's name	
Phone   Fax	Buyer's email	
General email	Business ID#	Fed Tax ID #

### Account Payable

Purchase Order Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Contact Name	Email Payable	

### Delivering material information

Contact Name	Email	Phone
Location #1	Location #2 :	
Business Hours	Onsite Scale ? <input type="checkbox"/> Yes <input type="checkbox"/> No, other location : _____	

### Banking Information

		Currency : <input type="checkbox"/> USD <input type="checkbox"/> CAD	
Bank Name	FOR US BANK ACCOUNTS	FOR CANADIAN ACCOUNTS	
Complete Bank address	Swift Code :	Transit No (5) :	
Account Number	ABA/Routing No :	Inst No (3) :	
Contact Name	Contact Phone		

### Supplier References

<b>1st Reference</b>		
Business Name	Phone	Contact Name
Address	Email	
<b>2nd Reference</b>		
Business Name	Phone	Contact Name
Address	Email	
<b>3rd Reference</b>		
Business Name	Phone	Contact Name
Address	Email	

### Accuracy of provided information

Last Update : 2020/07/01

I confirm that I have read Berga's selling conditions and will respect it (see next page). I certify that to the best of my knowledge, the information above is true and correct and that I agree with the following terms, payment: net 30 days, a service fee of 2% per month will be due with respect to any outstanding balance account within 60 days. The customer hereby agrees to pay all collection costs and legal fees associated with this account if such measures prove necessary by following non-payment. I consent and authorize Berga Recycling Inc. to receive and review our account information and credit experience from any of the above lenders and service providers.

Signed in (location) \_\_\_\_\_ Date : \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Name (Printed) : \_\_\_\_\_

By purchasing material from Berga Recycling, you are subject to respect the following instructions and conditions (next two pages) that are implicit on every transaction between both parties. SO means Sales Order from Berga Recycling which refers to the client's PO.

**Terms and conditions regarding the SO:**

Each SO sent to you will be deemed accepted upon the occurrence of the first of the following events : (i) the return of this SO duly signed by the purchaser at the following address : [documentation@bergarecycling.com](mailto:documentation@bergarecycling.com) or, (ii) the expiration of a period of two (2) business days after receipt of the SO without the purchaser sending Berga Recycling a written notice of its non-conformity or non-acceptance or, (iii) any performance by the purchaser of any of its obligations under this SO.

Paper, plastics, metal and any other scrap are following the ISRI scrap specifications circular unless otherwise specified on the SO. For Plastics refer to : <http://plastic.berga.com> , Paper refer to : <http://paper.berga.com>, Electronic refer to : <http://electronic.berga.com>

**Payment terms & Loading**

- a- If Deposit + balance payment before arrival of the vessel: Deposit must be received within 5 working days after SO issuance. No loading will begin until the deposit is received in Berga Recycling bank account.
- b- If DP: Loading will begin after approval of Berga's sale order.
- c- If LC: Loading will begin after approval of Berga's sale order and after Berga Recycling Bank receives the swift copy clearly mentioning the opening of the LC by the customer's bank. The LC must be received within 10 working days or else the SO will be canceled.

**Claims procedure:****Paper scrap:**

- a- Must take many photos (20 to 30 photos) when unloading each container
- b- Opening the containers: Must take photos when opening each container
- c- Offloading the containers: Must take photos when offloading each container and take photos of the container floor
- d- Moisture test:
  - Sample size: Must represent 10% of the volume receive for each container.
  - Must take photos and videos clearly showing moisture meter of each row of each container when offloading.
  - If no moisture meter, must take photos and videos of the samples taken from each container, clearly identifying the container number on each sample plus photos of the moisture test process and clearly showing the results before and after the test.
- e- Prohibitive test:
  - Describe clearly the test method
  - Sample size: 10% of the volume received
  - Make sure the test area is clear and contains only the tested sample
  - Clearly show the sample weight before starting the test sorting
  - Clearly show the volume and the weight of the prohibitive sorted
- f- Outthrow:
  - As per specified and agreed on the SO

**Plastic scrap:**

- a- Quality issue Plastic scrap in bales:
  - Take photos of the material when unloading
  - Break 10% of the bales received
  - Spread the materials on the floor. Take photos and videos of the materials spread
- b- Quality issue Plastic flakes and pellets:
  - Take photos of the material when unloading
  - Isolate 10% of the gaylords and/or PP super sacs received
  - Take samples on each gaylord and/or PP super sacs and take photos and videos when taking the samples
  - Take close photos of the flakes and pellets samples
  - Take photos and videos when doing the melt flow, ash and density test
  - Clearly show the results before and after the test

**Metal scrap:**

- a- Must take many photos (20 to 30 photos) when unloading each container
- b- Opening the containers: Must take photos when opening each container
- c- Offloading the containers: Must take photos when offloading each container and take photos of the container floor

**Reception and QC Report**

- a- The report must be on Client Company letterhead paper
- b- The report must be signed by authorized person with date and Company stamp
- c- The report Heading must contain the following information:
  - Booking #, B/L #, Invoice #
  - Description of the material
  - Quantity of containers
- d- The report details must contain:
  - Date received
  - 1 line per container #
  - Test results per container for paper scrap are: Moisture, Prohibitive, outthrow as per agreed on the SO
  - Test results per container for plastic scrap: Moisture, melt flow, ash, density
  - Test results per container for paper & plastic scrap: Prohibitive, outthrow as per agreed on the SO

**Claims accepted or refused**

- a- If the claim procedure describe above is followed properly by the customer, Berga Recycling will study and get back to the customer with a proposal
- b- If the claim procedure described above is not followed properly by the customer, Berga Recycling will communicate with the customer and inform him of the correction and/or missing documents to support the claim. A delay of 5 working days will be allow to the customer to produce the necessary to support the claim.
- c- If the corrections and/or the missing documents are not sent to Berga Recycling within the delay of 5 working days, the claim will be rejected.

***For Non US Client*****GOVERNING OF LAW**

This agreement is governed by and is to be interpreted, construed and enforced in accordance with the laws of the Province of Quebec and the federal laws of Canada applicable therein, without regard to conflict of law principles.

**ELECTION OF DOMICILE**

The parties irrevocably submit all disputes arising out of or relating to this agreement to Quebec courts, judicial district of Montreal, where they elect domicile.

***For US Client*****GOVERNING OF LAW**

This agreement shall be construed in accordance with the laws of the state of Florida, without reference to its conflict of law provisions, and the obligations, rights and remedies of the parties hereunder shall be determined in accordance with such laws.

**ELECTION OF DOMICILE**

The parties irrevocably submit all disputes arising out of or relating to this agreement to Florida courts, judicial district of St. Petersburg, where they elect domicile.

Initials \_\_\_\_\_