



120 Corporate Drive  
Frankfort, Ky 40601  
Phone: 502-223-2799

Fax to: 502-223-2798 or scan &  
email to info@candleberry.com

Your approval, a Candleberry catalog, the Candleberry wholesale price ordering form, order tracking numbers and related information will be sent to the email address you enter here. **Please write your email address legibly and accurately:**

Email address: \_\_\_\_\_ HOW DID YOU LEARN ABOUT US?:  Tried the product  
 Word of mouth  TV, radio  Web search (ex:Google)  Twitter  Facebook  Other \_\_\_\_\_

Name of your business or organization: \_\_\_\_\_

Ship To street address line 1: \_\_\_\_\_

Ship To street address line 2: \_\_\_\_\_ Ship To city: \_\_\_\_\_

Ship To state: \_\_\_\_\_ Ship To zip code: \_\_\_\_\_ - \_\_\_\_\_

The Ship to address must be a physical location. It may not be a PO Box, FPO address, or a residential address. Google Earth maps are used to locate your organization or business to determine if it infringes on a geographical area already covered by an active customer. To be sure your business address will be located accurately, go to Google Earth and enter the Ship To address yourself. If the address cannot be located, make corrections in it until the location is found. Also, if UPS does not list your Ship To store address as a commercial address (for example, lists it as a residence), we will ask that you submit a photo of your storefront.

If your Ship To state is not Kentucky, please go to the next question. If it is Kentucky, you must complete one of the certificates listed on the back of this application. Businesses must complete and sign the **RESALE CERTIFICATE** on the back of this form; nonprofit educational, charitable, religious institutions or Kentucky historical sites must complete the **PURCHASE EXEMPTION CERTIFICATE**.

Ship to address phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Ship to fax: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Your application will be processed faster if your Ship To voice phone matches your Ship To address. Assure a match yourself by doing a reverse search using this phone number in www.whitepages.com/reverse\_phone. It's free. If the address associated with the phone number is not the Ship To address you listed above, your application will be delayed and possibly disapproved.

Bill To street address line 1: \_\_\_\_\_

Bill To street address line 2: \_\_\_\_\_ Bill To city: \_\_\_\_\_

Bill To state: \_\_\_\_\_ Bill To zip code: \_\_\_\_\_ - \_\_\_\_\_

The following sections are required information. Type of Business:  
 Sole Proprietorship  Corp.  Partnership  Non-Profit. If inc., Fed ID: \_\_\_\_\_

List three references with whom you do regular business. Please do not list cash, credit cards, or COD accts.  
Name of business: \_\_\_\_\_ Address: \_\_\_\_\_ Fax Ph#: \_\_\_\_\_ Voice Ph#: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Agreement To Terms

In consideration of the purchase of merchandise from The Candleberry Company: We attest that the information provided in this application is true and complete to the best of our knowledge. We authorize Candleberry to make all necessary inquiries to verify it. We agree to make payment to Candleberry as the terms on the invoice indicate. We understand and agree to pay a finance charge of one (1) percent per month (equal to 12% per annum) on any purchase past due. If any portion of the balance due should become delinquent, Candleberry will require all purchases be on a prepaid basis. We also agree that should collection or the commencement of suit ever becomes necessary to settle our account, the laws in the State of Kentucky shall apply; and that reasonable collection fees and attorney's fees will be paid by us. We are now current with all suppliers and other credit grantors except as listed herein.

Print name of person completing form: \_\_\_\_\_ Original Signature required: \_\_\_\_\_ Date: \_\_\_\_\_

Application review procedures: Please keep in mind that our policies relating to the review of your application are very general and are subject to change without notice because of unique situations that may arise. Our goal is to improve the bottom line of all who sell Candleberry products. Customers who do not place minimum orders of our products within a three month period are considered "inactive" and the area in which they sell our products are opened to other businesses. This means a customer who has become "inactive" must reapply to be able to sell our products.

The first question asked in review of each new application is whether your business or organization is within five miles of an existing customer who is actively ordering merchandise from us each month. If the answer is yes, and the population of the town is more than 10,000, then we do allow one store per 10,000 in population. If yes, and the population of the town is less than 10,000, then your application will be declined. If your business is within such distance of an existing customer who is not actively ordering merchandise, you will be approved provided you meet all other of our requirements.

Our policies generally allow one store per 10,000 population of the town. Our effort is to have stores no closer than one mile to other active stores. There can be variations of this, for example, high density areas versus low density areas.

**Important--Certificate not valid unless completed**

**RESALE CERTIFICATE (Blanket Purchase)**

**KY RETAIL BUSINESSES COMPLETE THIS**

I hereby certify that \_\_\_\_\_

Name of Business

Address

I holds a valid Sales and Use Tax Permit, Account No. \_\_\_\_\_ issued pursuant to the sales and use tax law and is engaged in the business of selling, leasing or renting, industrial processing or manufacturing the following: \_\_\_\_\_ retail sales \_\_\_\_\_. I further certify that the tangible personal property or digital property described herein which I shall purchase from The Candleberry Company, Inc., 120 Corporate Drive, Frankfort, Ky 40601 will be resold in the regular course of business, or leased or rented, as provided by Regulation 103 KAR 28:051 or used, as provided in KRS 139.470(11) in the manufacture or industrial processing of tangible personal property or digital property which will be resold. In the event any property purchased under this certificate is used for any purpose other than retention, demonstration or display while holding it for sale, lease or rental in the regular course of business, it is understood that I am required by law to report and pay the tax measured by the purchase price of such property. Description of property to be purchased: candles and candle related products.

Under penalties of perjury, I swear or affirm that the information on this certificate is true and correct as to every material matter.

Authorized Signature (Owner, Partner or Corporate Officer) \_\_\_\_\_

Title \_\_\_\_\_

**CAUTION TO SELLER: Contractors or other persons registered under a consumer number in the 900,000 series may not issue a resale certificate for any purchase. Sellers accepting certificates from such persons will be held liable for the sales or use tax.**

**NOTE: Any person who makes improper use of this certificate is subject to such penalties as provided by law including the criminal provisions of KRS 139.990(1).**

51 105 (12-09)

*Kentucky*

**DEPARTMENT OF REVENUE  
Frankfort, Kentucky 40620**

**KY CHARITABLE, EDUCATIONAL OR RELIGIOUS INSTITUTIONS COMPLETE THIS**

Exemption Number \_\_\_\_\_

Name of Exempt Institution \_\_\_\_\_

**Important--Certificate not valid unless completed**

**KENTUCKY PURCHASE EXEMPTION CERTIFICATE**

I hereby certify that \_\_\_\_\_ is a Kentucky **nonprofit educational, charitable or religious**  
**Name of Exempt Institution**

**institution, or Kentucky historical site**, located at \_\_\_\_\_, Kentucky and that the tangible personal property, digital property or services to be purchased from \_\_\_\_\_ The Candleberry Company, Inc., 120 Corporate Drive, Frankfort, Kentucky 40601 \_\_\_\_\_ will be used solely within the exempt function of a **charitable, educational or religious institution, or historical site**.

Description of property to be purchased: candles and candle related products such as tarts and scented items. In the event that the property purchased is not used for an exempt purpose, it is understood that I am required to pay the tax measured by the purchase price of the property. Any official or employee who uses this certificate to make tax-free purchases for his own personal use or that of any other person will be subject to the penalties provided in KRS 139.990 and other applicable laws.

Under penalties of perjury, I swear or affirm that the information on this certificate is true and correct as to every material matter.

Authorized Signature \_\_\_\_\_

Title \_\_\_\_\_

**CAUTION TO SELLER:** This certificate cannot be issued or used in any way by a construction contractor to purchase property to be used in fulfilling a contract with an exempt institution. Sellers accepting certificates for such purchases will be held liable for the sales or use tax.

Date \_\_\_\_\_

**DEPARTMENT OF REVENUE  
Frankfort, Kentucky 40620 51A126 (12-09)**