

**1. General information about the company:**

Company name and address:


Bunzl customer number:

Internet Homepage:

Business proprietor:

Are you manufacturer, trader, other ...?

Description of your branch of business:

Please supply us with some references:

Number of employees:

Last annual turnover:

Production capacity:

Finished products-Storage capacity:

Which are your main products?

**2. Contacts**

**Management:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**Sales management:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**Field sales:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**Inside sales:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**Other:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**Other:**

Name:

Position:

Tel. office:

Tel. home office:

Mobile:

Fax:

E-Mail:

**3. Quality and environmental management**

Do you have a certified *quality management system*?

- Yes
- No

If so, which system?


If not, are you planning to implement a *quality management system*?

- Yes
- No

Do you have a certified *environmental management system*?

- Yes
- No

If so, which system?


If not, are you planning to implement an *environmental management system*?

- Yes
- No

**4. Agreements**

Terms of delivery:

Terms of payment:

Discount agreements:

Invoicing party:

**5. Packing / Transport / Logistics**

Packing:

Particularities?

Transport:

Particularities?

What is your lead time?


**6. Other**

What is the difference between your company and your most important competitor?

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Are there company/works holidays in your company?

If so, when?


**7. Enclosures**

*Please add the following documents to this questionnaire:*

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Current annual report  |
| <input type="checkbox"/> | Current company brochure   |
| <input type="checkbox"/> | Delivery program   |
| <input type="checkbox"/> | CD with image data of your catalogue                                 |
| <input type="checkbox"/> | Certificate of quality/environment - Tradeable permit (if available) |
| <input type="checkbox"/> | Environmental reports (if available)                                 |

Place/Date:

Stamp/Signature:

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