

Retailer Questionnaire and Authorization Agreement

IMPORTANT:

Coupon Contact Information:	
First Name:	_ Last Name:
Phone #:	Ext.:
Fax #:	
E-mail:	



Please Return To:

American Coupon Services, LLC

315 N Ken Avenue Springfield, Missouri 65802 Phone 417-831-6667 • Fax 417-831-3907 4401 Meramec Bottom Road-Ste A St. Louis, MO 63129 Phone 314-481-2117 • Fax 314-481-7354

Standard Questionnaire

The purpose of this questionnaire is to provide coupon-issuing manufacturers with data on retailers who redeem coupons. All information submitted will be held strictly confidential. This coupon questionnaire must be completed and in file before payment can be issued for coupon submissions. A separate questionnaire must be prepared by each entity submitting coupons for redemption (i.e., individual store, division or company).

I General Data

Α.						
	Name of Company/Division/Store					
в.						
Ь.	Headquarters Address					
c.						
-	Address to which payment should be directed					
D.						
	Address (physical location)					
E.		Fax				
	Telephone number	E-Mail				
F.	Type of entity:	(attach list of addresses and telephone numbers for more than one store.)				
G	6. Entity/Entities for which coupons will be submitted:					
		H. Date Business Started				
	Single store Total company Number of stores	I. How did you obtain this business:				
	□ Division Number of stores	Purchased Started New Merger				
J.	Company Trade Name or Store Name (if different from item A)					
κ.						
	Former Store Name (if applicable)					
L.						
	Business Account Bank Name	Location (city, state)				
М.						
	Tax identification or social security number					
N.						
	State of incorporation (if applicable)					
	O. Wholesaler supplier(s) <i>(if applicable)</i>					
	MAIN	SECONDARY				
	NameN	lame				
	AddressA	ddress				
.	TelephoneT	elephone				
,	Your Customer NoY	our Customer No				
 Р.	Estimated Gross Annual Sales \$					

Q. Number of Employees_____ Full-time_____ Part-time _____

II Store Data

A. Type of Store(s) (check applicable category):	Number of stores	Average selling square foot per store	Average checkouts per store	Average weekly open hours
Food Store(s):				
Grocery				
Convenience				
Hardware				
Tobacco/Alcohol				
Drug store(s): Pharmacy				
Full Line				
Discount Store				
Department Store				
Liquor Store				
Hardware Store				
Restaurant				
Military Commissary				
Pet Food Dealer/Distributor				

P. Product categories stocked (check applicable categories)

Baby Foods	Prepared Foods	Produce
Baking Mixes and Needs	Soft Drinks	Delicatessen
Candy and Gum	Soups	Fresh Bakery
Cereals	Sugar and Syrup	Cigarettes and Tobacco
Coffee, Tea and Cocoa	Household Supplies	Liquor, excluding beer and
Condiments	Paper Products	wine
Crackers and Bread Products	Pet Foods and Products	Beer
Diet Foods	Soaps and Detergent	Wine
Canned Fish and Meat	Health and Beauty Aids	Pharmacy
Canned Fruits and Vegetables	Dairy	Apparel
Snack	Fresh Meat	Automotive Supplies
Salad Dressings, Mayonnaise	Packaged Meat	Hardware
and Oils	Frozen Foods	Other General Merchandise

III Coupon Data (For total entity submitting coupons - store, company, division)

A. Estimate of average dollar value of coupons redeemed in one week \$					
B. Frequency of submission of coupons (check one or insert number):					
🗆 Weekly 🗆 Monthly 🗖 Quarterly 🗖 EveryWe	eks 🗆 Random				
C. Coupons are submitted through: American Coupon Services of 315 N Ken Ave Springfield, MO 65802	or American Coupon Services 4401 Meramec Bottom Road-Ste. A St. Louis, MO 63129				
D. Are extra-value couponing practice used (<i>i.e. doubling or tripling of trip</i>	coupons?)				
Never 0-15 weeks per year 15-30 weeks per year	r year 🛛 over 30 weeks per year				
I hereby certify that all information provided in this questionnaire is correct					
Signed	Title				
Print Name	Date				



Your signature on this agreement authorizes American Coupon Services, 315 N Ken Avenue Springfield, MO 65802 (ACS) to act as your agent in collecting monies due from manufacturers for cents-off coupons they issue and which are properly redeemed through your retail establishment.

This agreement is only valid if the name and address appearing on this agreement is a bonafide Retailer or the headquarters for a group of retail stores from which coupons come to ACS.

ACS shall perform the following services:

- 1. Examine all coupons you submit for appearance of acceptability for processing.
- 2. If acceptable, sort, count, and invoice your coupons to the distributing manufacturers who have authorized ACS to act as a redemption agent. (For coupons without stated face values, ACS may adjust claimed values.)
- 3. Pay you for the face value of coupons invoiced plus the appropriate allowance.
- 4. Deduct from these payments the ACS service fee plus or minus any adjustment or manufacturer chargebacks respective to prior submissions.
- 5. Provide insurance in accordance with the Service & Rate Schedule which the undersigned acknowledges has been received and reviewed.

In order to receive these services, you hereby agree to:

- 1. Submit only those coupons which have been redeemed in my store(s) in accordance with all terms specified by the issuing manufacturer or set forth in the Service & Rate Schedule.
- 2. Authorize endorsement by ACS of any checks from any manufacturer or their agent for coupons which have been forwarded to ACS for processing.
- Allow ACS to withhold a security deposit. ACS reserves the right to increase or reduce said deposit as it believes reasonably appropriate to cover manufacturers' rejections or other charges. Deposits shall remain in effect until all accounts are settled in the event of termination of this agreement.
- 4. Allow ACS to deduct from coupon payments such items as dues or additional service provided, as mutually agreed upon, from member stores.
- 5. Promptly reimburse ACS for all outstanding balances including chargebacks, reasonable attorney's fees, court costs and collection fees necessary to obtain such reimbursement plus accrued interest at national prime rate plus two percent.
- 6. Agree to accept ACS chargeback detail as documentation of manufacturer chargeback or rejection in place of actual physical coupon(s).
- 7. The exercise of jurisdiction in the Commonwealth of Missouri for any disputes arising from this agreement, which shall be governed by Missouri law.

Signature	
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Title _____

Date ____