



CORA BIKE RACK PTY LTD  
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**New Customer Engagement Letter**

Thank you for your interest in becoming a customer of Cora Bike Rack Pty Ltd. It is the policy of our business that a 'New Customer Engagement Letter' is completed by all our new customers. This letter sets out our terms of engagement. Please read it and make sure you understand the scope of our engagement.

If the terms of our engagement are acceptable, please sign the enclosed copy of this engagement letter and return to our office. Please contact this office immediately if you do not understand, or wish to discuss, any aspect of the terms of this engagement.

**Purpose and Scope**

The engagement of Cora Bike Rack Pty Ltd is to supply bicycle parking products and related services.

**Responsibilities**

Cora Bike Rack Pty Ltd will ensure that all products and services are provided in a timely manner as noted on purchase order and to a professional standard.

**Period of Engagement**

This engagement will start upon acceptance of these terms of engagement as noted by execution of this letter.

**Terms of Trade**

The terms of payment are strictly 30 days from invoice. An itemised account of all charges, costs and disbursements will be provided on the invoice. Overdue accounts will be subject to interest at the rate of 13% p.a., calculated for the period the account is due until the date it is paid. If we incur any costs of collection, such as legal fees and collection agency fees etc., you agree to indemnify us for all such costs. Complete trading terms can be read at [www.cora.com.au/terms](http://www.cora.com.au/terms). Terms of trade must be agreed to prior to commencement of sales transactions between Cora Bike Rack Pty Ltd and the undersigned.

Once you are satisfied with the terms of our engagement, would you please sign and date two copies of this letter. One copy should be forwarded to us as evidence of your acceptance of the terms of our engagement. You should retain the other copy as your evidence of our engagement.

We thank you for the opportunity to provide bicycle parking products and services to you and your business and we look forward to developing a strong relationship with you for many years to come.

Yours Sincerely,

*Jon Rutledge*

Director  
Cora Bike Rack Pty Ltd

We, ....., agree to all of the terms and conditions as noted in this letter.

..... (Authorised signature of customer to sign)

..... (Printed name of authorised signature of customer).

..... (Insert date of signing).