



Welcome Packet

Dear Customer,

Thank you for placing (or considering) a first order with us; we appreciate your trust in our company and products. Our priority is to offer you the very best customer service and quality products available in the industry and we're confident of your satisfaction.

We require a **Credit Application** before your order can be processed, and you may have previously received a hard copy from your sales consultant or a copy via email. If you haven't received a copy, please let us know immediately and we'll make sure you receive one asap.

We encourage you to begin the order process by completing the top portion of the application now so that we can begin the process of setting up your account correctly immediately. If you prefer open terms, please complete the "References" section.

Resale Certificates are required for California, Michigan, New York and Washington.

An example of our **Credit Application** and the **Resale Certificate** is included on the following pages. We have called out key components to assist in completing the documents. We do not charge tax for closure products but will need your seller's permit number for our files; this information will assist us with completing future orders of taxable products.

CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



APPLICATION FOR CREDIT
CORK SUPPLY USA, INC.

531 Stone Road, Benicia, California 94510 | Telephone: (707) 746-0353 | Fax: (707) 746-7471

FIRM NAME
PHONE FAX WEB ADDRESS
MAILING ADDRESS
SHIPPING ADDRESS
PROPRIETORSHIP PARTNERSHIP CORPORATION YEAR EST ANNUAL CASE VOLUME

Complete section, including bill and mail address.

OWNERS / PARTNERS / OFFICERS

Name Phone
Title Email
Name Phone
Title Email

REFERENCES - LIST 2 Suppliers (Please include both Phone and Fax numbers)

Name Phone Fax
Name Phone Fax

Complete if applying for open terms.

ACCOUNTING CONTACT (Invoices will be sent via email unless otherwise specified)

Name Phone Fax
Email

ORDER CONTACT (Order Confirmations will be sent via email unless otherwise specified)

Name Phone Fax
Email

BY EXECUTION OF THIS APPLICATION, THE UNDERSIGNED AGREES THAT IF ITS CREDIT IS APPROVED BY CORK SUPPLY USA, INC., THEN SALES OF PRODUCTS BY CORK SUPPLY USA, INC. TO THE UNDERSIGNED SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF SALE, INCLUDING WARRANTY AND LIABILITY LIMITATIONS, ATTACHED TO THIS APPLICATION FOR CREDIT.

THE UNDERSIGNED CERTIFIES THAT THE ABOVE INFORMATION IS CORRECT, THAT IT IS SUBMITTED FOR THE PURPOSE OF OBTAINING CREDIT, THAT THE UNDERSIGNED IS AUTHORIZED TO EXECUTE THIS APPLICATION, THAT THE UNDERSIGNED HAS READ THE TERMS AND CONDITIONS OF SALE ACCOMPANYING THIS APPLICATION AND AGREED TO ALL OF THOSE TERMS AND CONDITIONS OF SALE ON BEHALF OF APPLICANT.

FOR OFFICE USE ONLY
Credit Approved: Yes No
Terms:
Credit Limit:
Date Processed:
Processed By:

SIGNATURE
DATE
NAME (PLEASE PRINT)

Sign, date, and print your name.

IF YOU ARE EXEMPT FROM PAYING CALIFORNIA SALES TAX, PLEASE COMPLETE THE ENCLOSED RESALE CERTIFICATE

CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



California Resale Certificate

I HEREBY CERTIFY:

1. I hold valid seller's permit number: _____
2. I am engaged in the business of selling the following type of tangible personal property:

3. This certificate is for the purchase from _____ of the item(s) I have listed in paragraph 5 below. [Vendor's name]
4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale:

6. I have read and understand the following:

For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

NAME OF PURCHASER	
SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE	
PRINTED NAME OF PERSON SIGNING	
TITLE	
ADDRESS OF PURCHASER	
TELEPHONE NUMBER	DATE
()	

Important: Be sure to complete the section above: sign, date, print your name.

← Provide resale number here.

If you prefer to prepay, please complete the Account Set up Form (next page) instead of our credit application. We accept business checks and all major credit cards

CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



NEW CUSTOMER FORM CORK SUPPLY USA, INC.

531 Stone Road, Benicia, California 94510 | Telephone: (707) 746-0353 | Fax: (707) 746-7471

FIRM NAME _____

PHONE _____ FAX _____ WEB ADDRESS _____

BILLING ADDRESS _____

SHIPPING ADDRESS _____

ACCOUNTING CONTACT (Invoices will be sent via email unless otherwise specified)

Name _____ Phone _____ Fax _____

Email _____

ORDER CONTACT (Order Confirmations will be sent via email unless otherwise specified)

Name _____ Phone _____ Fax _____

Email _____

FOR OFFICE USE ONLY

Date Processed: _____

Processed By: _____

AUTHORIZED SIGNATURE _____ DATE _____ NAME (PLEASE PRINT) _____

IF YOU ARE EXEMPT FROM PAYING CALIFORNIA SALES TAX, PLEASE COMPLETE RESALE CERTIFICATE

California Resale Certificate

I HEREBY CERTIFY:

1. I hold valid seller's permit number: _____

2. I am engaged in the business of selling the following type of tangible personal property: _____

3. This certificate is for the purchase from **Cork Supply USA, Inc.** of the item(s) I have listed in paragraph 5 below.

4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale: Wine packaging and wine related materials

6. I have read and understand the following:

For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

SIGNATURE OF PURCHASER OR AUTHORIZED REPRESENTATIVE

← Authorized signature required

PRINTED NAME OF PERSON SIGNING

← Print name here

← Please provide your company name, current billing and mailing addresses, and your complete accounting contact information.

← Sign, date and print your name.

← Provide Resale permit number, if available.

CORK SUPPLY USA, INC.

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As soon as your order details are finalized, we will send you a confirmation via **DocuSign**. First time users have experienced the initial **DocuSign** emails ending up in junk mail or spam folders; if you're expecting a **DocuSign confirmation**, please check both places. **DocuSign** provides clear and easy instructions to complete the steps required for signature and once the initial confirmation is finalized, future order confirmations should not be a problem. However, if you require assistance, please let us know – we're ready to help.

If you prefer using the pre-pay option, the total prepaid amount, including freight and all other charges, will be included on the order confirmation; a credit card authorization will be included as well. We will begin production of your order on receipt of a signed and dated order confirmation and payment. A confirmed delivery date will be provided with the order confirmation.

The following two pages provide an example of the order confirmation. The **Order Confirmation** is on the first page and outlines the product, quantity, price and delivery date. The **Artwork Confirmation** is provided on the second page and displays a picture of how the product will look. We have **highlighted** a few key components to help you understand this document.

CORK SUPPLY USA, INC.

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DocuSign Envelope ID: DAFC4AE7-5BC6-4D9D-AD41-FDFCA8938D12



Cork Supply USA, Inc.
531 Stone Road
Benicia, CA 94510
T: +1 (707) 746-0353
F: +1 (707) 746-7471

Order Confirmation

Confirmation #: ORT17-00698
Confirmation Date: 02/02/17
Page: 1

Summary Page



Sell To:
Ren Acquisition, Inc.
Laura Bratsch
1040 Main Street, Suite 300
Napa, CA 94559
United States of America
F : 209-245-6013
E-mail : lab@renwood.com

Ship To:
Renwood Winery
12225 Steiner Road
Plymouth, CA 95669
United States of America

[Order delivery Address](#)

[Transport Method](#)

Customer ID: CS-01080 P.O. #: PO# 4931 Ship Terms: ExWorks Benicia
Order Date: 02/02/17 Ship Via: DIRECT Terms: Net 30 Days
Salesperson: Amelia Fomey Prepaid & Add

[Shipping Terms](#)
[Payment Terms](#)

Description	Delivery On or Before	Quantity	UoM	Unit Price	Total
28.80X60 Bld/Gold w/ Blk bird POLY Brand Rivercap USA Family Group Capsule Product Group Polytam Size 28.80x60 r Color Custom Thickness/Liner 30/70/30 Breather Hole 2 Quality Control CSUS - Standard Protocol Print/Artwork 28.80X60 Bld/Gold w/ Blk bird NOTE: Quantity produced may be +/- 10% of request.	03/21/17	216.576	1M	50.58	10,954.41

[Product Information](#)

[Delivery Date](#)

[Unit of Measure = Each](#)

[Total Amount Due](#)

Thank you for your order!

Subtotal:\$	10,954.41
Total Tax:\$	0.00
Total:\$	10,954.41

IMPORTANT - RESPONSE NEEDED WITHIN 24 HOURS TO ENSURE DELIVERY DATE IS MET
 Please review this detailed order confirmation and acknowledge your acceptance by signing and returning it via email or fax.
We are not responsible for delays caused by 3rd party carriers.
 Laura Bratsch *Laura Bratsch* 2/7/2017
 _____ Signature Date

 Acceptance of your order by Cork Supply USA, Inc. ("Seller") is expressly conditioned on your acceptance of Seller's Terms and Conditions of Sale, a copy of which is attached to or accompanies this Order Confirmation (or, for repeat customers, which most recently was attached to or accompanied a prior Order Confirmation or was otherwise provided). If for any reason you need additional copies of Seller's Terms and Conditions of Sale, please contact Seller immediately.
 YOUR SIGNATURE ON THIS ORDER CONFIRMATION CONSTITUTES SUCH ACCEPTANCE. THIS DOCUMENT CONSTITUTES THE ENTIRE CONTRACT BETWEEN PURCHASER AND SELLER. PLEASE READ IT CAREFULLY.
 The terms of this contract take precedence over Purchaser's terms and conditions. Neither Seller's commencement of performance nor delivery of products shall be construed as acceptance of Purchaser's terms and conditions.



CORK SUPPLY USA, INC.

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DocuSign Envelope ID: DAFCAAE7-5BC6-4D9D-A041-FDFCA8938D12



Cork Supply USA, Inc.
531 Stone Road
Benicia, CA 94510
T: +1 (707) 746-0353
F: +1 (707) 746-7471

Artwork Confirmation

Confirmation #: ORT17-00698
Confirmation Date: 02/02/17
Page: 2



Description

28.80X60 Bld/Gold w/ Blk bird POLY

Internal Item No.

Artwork No. AP12-00025 - 28.80X60 Bld/Gold w/ Blk bird
Top : Bird with circle embossed in Black

Side : 5MM gold band at bottom of capsule printed in 873C

Artwork description

Color : Top: Gold PMS 873C Side: Semi Matte Black

Capsule

DocuSigned by:
Laura Bratsch
AB40AC05AFC6E1...



PRODUCT IMAGE

Die Line does not print. -->

IMPORTANT - RESPONSE NEEDED WITHIN 24 HOURS TO ENSURE DELIVERY DATE IS MET
Please review this detailed order confirmation and acknowledge your acceptance by signing and returning it via email or fax.

Signature Date

CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



When you return the signed Order Confirmation (plus payment if pre-paying), we will release your order to the production floor. Your order will be delivered on the confirmed delivery date stated on the Order Confirmation. We will call to notify you of any delays, and follow-up with an email message.

When your order is delivered, the carrier will present two (2) copies of **the Bill of Lading (BOL)** for your signature. The carrier will retain one copy; the second copy is for your records.

Please check your order carefully and note any damage on **both** copies of the Bill of Lading when it is delivered.

Important: This information is required to file a freight claim with the carrier.

An example of the Bill of Lading is available on the following page. To help you understand the information contained in the document, we've highlighted a few key components.

CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



Cork Supply USA, Inc.
 531 Stone Road
 Benicia, CA 94510
 T: +1 (707) 746-0353
 F: +1 (707) 746-7471

BOL

BOL #: BLP17-04115
 BOL Date: 04/25/17
 Page: 1

NOMACORP RIVERCAP

Bill To:
 Frog's Tooth Winery
 Larry Aderman
 380 Main Street, Suite 5
 Murphys, CA 95247
 United States of America

Ship To:
 Frog's Tooth Winery
 2797 Hunt Rd.
 Copperopolis, CA 95228
 United States of America

Order Date: 04/11/17 Terms: Net 30 Days Ship Date: 04/25/17 Salesperson: Joey Castagnola
 P.O. #: EMAIL - C Ship Terms ExWorks Benicia Est. Del. Date: 04/26/17 Ship Agent: TRANSGROUP
 Order #: ORT17-02364 Ship Service: Prepaid & Add

Carrier

The property described below, in apparent good order, except as noted (contents and conditions of contents of packages unknown), marked, consigned, and destined as indicated below, which said company (the word company being understood throughout this contract as meaning any person or corporation in possession of the property under this contract) agrees to carry to destination if on its own line, otherwise to deliver to another carrier on the route to said destination. It is further agreed where the carrier has no agent and consignee is not present, to receive the shipment, it will be left at destination at owner's risk.

Description	Quantity	UoM	Class/Rat
A45 EFA+ Frog's Tooth w/Web and Frog f	30	1M	100
Brand: Cork Supply USA			
Family Group: Cork			
Product Group: Natural			
Size: 45x24 mm			
Quality: Extra First A+			
Wash: Alpha			
Print/Artwork: Frog's Tooth w/ Web			
Treatment: Paraffin and Silicone			
Branding #: AC17-238			

[Shipping Terms](#)

[Expected Delivery Date](#)

[Unit of Measure](#)

Subject to Section 7 of conditions of applicable bill of lading, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement:

The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

Per: _____
 (Signature of Consignor)

Total Pieces: 8
 Total Weight: 270.00
 (Subject to Correction)

PALLET 1.00
 BOX 6.00

Entered By: SHIPPING

DO NOT SHIP WITH FOOD PRODUCT

SHIPPER'S CERTIFICATION: This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation

SIGNATURE _____ TITLE _____

THIS SHIPMENT IS CORRECTLY DESCRIBED
 CORRECT WEIGHT IS _____ LBS.

Shipper _____
 Per _____

Permanent address of shipper:
 Cork Supply USA, Inc.
 531 Stone Rd.
 Benicia, CA 94510

SHIPPER, PER _____
 AGENT, PER _____




CORK SUPPLY USA, INC.

531 STONE ROAD, BENICIA, CA 94510 USA · TEL +1 707 746 0353 · FAX +1 707 746 7471



Your confirmed order will be invoiced the day following shipment. Invoices are **emailed** to the Accounting contact provided on your completed New Customer form. If you prefer, we're happy to send a hard copy of the invoice via USPS; just let us know.

An example of an invoice is included on this page: To help you understand the information contained in the document, we've outlined a few key components.



NOMACORC RIVERCAP

Make Check Payable & Remit To
 Cork Supply USA, Inc.
 531 Stone Road
 Benicia, CA 94510
 T: +1 (707) 746-0353
 F: +1 (707) 746-7471

Invoice
 Invoice #: INP17-0519
 Invoice Date: 08/24/17
 Page: 1

Bill To:
 Chateau Grand T
 Terrie McClellan
 12239 Center Road
 Traverse City, MI 49686
 United States of America

Ship To:
 Chateau Grand Traverse
 12239 Center Road
 Traverse City, MI 49686

Customer IDCS-00274
 Order B Bernd Croissant
 PO#: VERBAL - C

Payment Due: 09/23/17
 Terms: Net 30 Days
 PO Date:

Ship Terms: ExWorks N. Caro
 Ship Date: 08/15/17
 Order No: ORT17-04909

Description	Quantity	UoM	Unit Price	Total
44x23 S300 GREEN LIGHT CH Mich Mash Brand: Nomacorc Family Group: Nomacorc Product Group: Select 300 Size: 44x23 mm Color: Green Light Finish: Chamfer Print/Artwork: MICHMASH CGT logo	12	1M	127.00	1,524.00
Freight	1	Unit of Measure	94	86.94

Thank you for your order!

A CORK SUPPLY GROUP BRAND
 NOTE: Invoices not paid according to terms are subject to 1.5 % per month service charge.
 CONDITIONS OF SALE OF MERCHANDISE: Your order was accepted by Cork Supply USA subject to the last version of Terms and Conditions of Sale. It is our practice to send the most current copy of our Terms and Conditions of Sale to our customers. Please contact Cork Supply USA for additional copies of the Terms and Conditions of Sale.

Total Amount Due

Subtotal:\$	1,610.94
Total Tax:\$	0.00
Total:\$	1,610.94

CORK SUPPLY USA, INC.

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We hope you find the information provided in this **Welcome Packet** useful and easy to understand. Thank you again for your business and consideration.

Above all, we believe it's important to provide our customers with the most efficient process for ordering and tracking Cork Supply products. To help us keep improving, we would appreciate any feedback you might offer; please click on the link below and take a moment to give us your opinion.

[Customer Feedback](#)

Sincerely,

The Cork Supply USA Team

CORK SUPPLY USA, INC.

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