

**TEMPLATE CREDIT APPROVAL LETTER – Fill in / change the sections in Bold**

**Use Letterhead**

**Company who are asking for trade account**  
**Street**  
**Town**  
**Postcode**

**Date**

Dear Sirs,

Re. Credit account requested

We are pleased to advise you that after receiving satisfactory references, credit facilities are now available to you.

We confirm our main conditions of trade which are:

Invoices are due for payment 30 days after the invoice date, directly to our bank.

Your monthly credit limit is £\*\*\*\*\*

No goods will be issued on credit if your account is overdue.

All other conditions are detailed in the terms and conditions on our web site and by ordering from us you are accepting all the terms and conditions detail at [www.viamed-online.com](http://www.viamed-online.com).

Please find our bank details are attached. **ATTACHED THE CORRECT BANK DETAILS  
LETTER FOUND IN INTRASTATS £ /\$/ €**

Your faithfully

**Name**  
**Positon**