

Dear Interested Party:

Thank you for contacting Diversified Systems. We appreciate your interest and sincerely hope you will find our company a valuable resource for your computer media duplication needs!

You have requested credit information. In order for Diversified Systems to extend terms, we need a completed and signed credit application. In addition, please review carefully the terms and conditions statement that accompanies the credit application. If acceptable to you, sign and return the terms and conditions statement with your credit application. If not applying for credit, we would still appreciate receiving a signed terms and conditions statement.

When completed, fax your credit application and/or the terms and conditions statement to 425-947-1503. If you would like, you may mail the statements to the address listed below. Should you have questions about either the credit application or the terms and conditions statement, please contact your sales or customer support representative to discuss and all issues.

Thank you again for your interest in Diversified Systems, and for the opportunity to earn your business. We look forward to hearing from you.

Sincerely,

The Staff of Diversified Systems Group, Inc.

Mail correspondence to:

Diversified Systems Group, Inc.
P.O. Box 1114
Issaquah, WA 98027

TERMS AND CONDITIONS
(Please Read Carefully)

Payment Terms

Payment terms offered by Diversified Systems are prepaid, COD, Master, Visa and/or American Express Card, and net 15 on account (requires a signed credit application). Payment options must be decided prior to order acceptance. Certain orders may require a deposit or prepayment.

Invoices issued on credit are considered past due after 30 days and are subject to a 1.5% monthly finance charge. An account that is past due 45 days is considered delinquent. No new orders will be processed while an account is delinquent. All past due invoices and finance charges must be paid and the account brought current (30 days or less) before order processing will resume. Continuous abuse of terms will result in an account being placed on COD. Invoices past 90 days old will be given to an outside agency for collection.

Billing & Pricing

All orders are subject to up to 10% over or under run. Customers will be charged for actual quantities shipped.

All prices are subject to change without notice. Diversified Systems reserves the right to change prices, materials, specifications, delivery times, suppliers, and policies without notice or obligation.

Shipping charges are the responsibility of the customer. Charges are calculated FOB the shipping origin (most likely Redmond, Washington). Diversified Systems will prepay shipping expenses and add these costs to the customer's invoice. Orders will be shipped via customer preferred carrier whenever possible. Diversified Systems currently uses UPS (United Parcel Service), Federal Express, Airborne, and BAX Global.

Orders and Delivery

Orders are accepted during normal business hours 8:30 AM to 5:00 PM Pacific Standard Time. All required materials for order processing must be received by Diversified Systems before production commences. Diversified Systems reserves the right to refuse any order.

Customer represents and warrants that they possess the legal right and authority to have Diversified Systems, at no cost or liability to Diversified Systems, duplicate customer supplied media.

While Diversified Systems will make every effort to meet proposed delivery dates, such as may have been quoted or acknowledged by our sales and/or customer service representatives, please be aware that these are only estimated dates. They do not constitute, nor shall they be construed, under any circumstances whatsoever, as a guarantee of delivery. Diversified Systems disclaims liability for delays in delivery, and will not be responsible for any damages resulting from its' failure to meet any quoted delivery schedule, by any of its' employees, for any reasons whatsoever. Orders that do not meet expected delivery schedules will be billed at the actual delivered rate if discerned to be no fault of the customer. This may result in a lower cost to the customer should an order not ship as originally planned.

If an order is cancelled, the customer agrees to pay for all services rendered by Diversified Systems on customer's behalf, up to the time of cancellation.

Guarantees

Diversified Systems unconditionally warrants products and services supplied to our customers to be free from defects in material and workmanship. Diversified Systems limits liability to rerun or refund (at our sole discretion) on the services performed, provided the product or service is deemed defective by reason of workmanship or material. Diversified Systems does not assume responsibility, nor shall it be held liable, for any damages (consequential or otherwise) arising from the use of any products and/or services supplied to any of its' customers, for any reasons whatsoever.

All CD-R masters, artwork, printed materials, etc. furnished to Diversified Systems by the customer remain the property of the customer. While Diversified Systems will treat customer's materials with the utmost of care, Diversified Systems specifically denies liability for any damage or loss due to fire, casualty, or negligence while the customer's materials are in the care or possession of Diversified Systems or any of its' authorized suppliers. Customers are advised to provide insurance coverage, as Diversified Systems' policy does not provide protection for customer's materials while in our possession.

I have read, understand, and accept Diversified Systems' terms and conditions as outlined above. I further state that I am authorized to act on behalf of our organization in establishing our relationship with Diversified Systems.

By: _____ Organization: _____

Print Name: _____ Date: _____

Diversified Systems Group, Inc.
P.O. Box 1114 Issaquah, Washington 98027
Phone: 800-255-3142 Fax: 425-947-1503 Web: www.dsgi.com E-mail: info@dsgi.com

Diversified Systems Group, Inc.

P.O. Box 1114

Issaquah, Washington 98027

Phone: 800-255-3142 / Fax: 425-947-1503

CREDIT APPLICATION

Date _____

Firm Name _____ dba or aka _____

Street Address _____

City _____ State _____ Zip _____ Phone _____ Fax _____

Billing Address _____

PARTNERSHIP

CORPORATION

SOLE OWNER

Shipping Address _____

If your Purchases will be exempt from sales tax, Please return certificate with application.

Resale Certificate No. _____

Parent Company, if applicable _____

Mailing Address _____

As applicable, list name(s) and address(es) of Corporate officers, Partners, or Owner:

Name	Address	Soc. Sec. No.	Phone	Spouse First Name
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Type of Business _____ How Long in Business _____

How Long in Present Location _____ Credit Line Requested _____

Number Employees _____ Number Dollar Volume-Sales _____

Is Business Location Owned Leased Monthly Rental

Person Responsible for Accounts Payable _____ Phone _____

Name of Bank _____ Account # _____

Address _____ Phone _____

Trade References

_____ Phone _____ Fax _____

_____ Phone _____ Fax _____

_____ Phone _____ Fax _____

_____ Phone _____ Fax _____

Will you furnish a financial statement if requested? _____ Net Worth? _____

Applicant is (Corporation/Partnership/Individual Proprietor) and undersigned is (Officer/Partner/Authorized person thereof) authorized to sign the application and to certify that the above statements are true. In the event applicant becomes delinquent in his account, applicant agrees that Diversified Systems Group, Inc. shall have the right to bring suit against the applicant and if this occurs applicant agrees to pay the costs of collection, including reasonable attorney fee in suit by Diversified Systems Group, Inc. or assigns for the merchandise sold to applicant on credit subsequent to the date hereof. Applicant further agrees that venue of any suit may be laid in King County, Washington. Applicant further agrees to give Diversified Systems Group, Inc. permission to make inquiry on financial related matters at applicant's bank, bonding company or lending firm, and authorizes such firms to give same to Diversified Systems Group, Inc. Terms of sale will be shown on each invoice, and its agreed invoices will be paid by due date or a 1 1/2% per month late charge is acceptable.

Print Applicant's Name

X _____
Applicant's Signature

INDIVIDUAL PERSONAL GUARANTY

Date _____ 20 _____

I, _____
residing at _____

for and in consideration of your extending credit at my request to: (Name of Company)

_____ (hereinafter referred to as the "Company". of which I am _____
(Title)

hereby personally guarantee to you the payment at _____
in the state of _____ of any obligation of the Company
and

I hereby agree to bind myself to pay you on demand any sum which becomes due to you by the Company whenever the Company shall fail to pay the same. It is understood that this guaranty shall be a continuing and irrevocable guaranty and indemnity for such indebtedness of the Company. I do hereby waive notice of default, non-payment and notice thereof and consent to any modification or renewal of the credit agreement hereby guaranteed.

Signature _____

Witness _____

JOINT PERSONAL GUARANTY

Date _____ 20 _____

We, _____ and _____, spouse
residing at _____,

for and in consideration of your extending at our request credit to: (Name of Company)

_____ (hereinafter referred to as the "Company". of which _____
(Name)

is _____, hereby personally guarantee to you the payment
at _____ in the state of _____

of any obligation of the Company and we hereby agree to bind ourselves to pay you on demand any sum which becomes due to you by the Company whenever the Company shall fail to pay the same. It is understood that this guaranty shall be a continuing and irrevocable guaranty and indemnity for such indebtedness of the Company. We do hereby waive notice of default, non-payment and notice thereof and consent to any modification or renewal of the credit agreement hereby guaranteed.

Signature _____

Signature _____

Witness _____

Address _____