



LOCAL PARTNERS PROGRAM

Three Rivers Market is a consumer cooperative. Through our Local Partners Program, we establish mutually-beneficial relationships with other local small businesses and non-profit organizations by providing access to organic and natural products¹. These include environmentally-safe cleaning supplies and non-perishable food products. Perishables and specialty products may be available for special events and emergencies.

If you are unable to meet the minimum order or delivery requirements of distributors, the Local Partners Program may be for you! We encourage you to compare prices and get the best deal you can.

REQUIREMENTS

We require the following to establish an account with us:

1. A completed *Local Partners Program* Application, below.
2. A current city and/or county business license if applicable.
3. Your Tennessee Sale or Use Tax status with one of the following:
 - a) Tennessee Sales or Use Tax Blanket Certificate of Resale for small businesses that intend to resale items purchased from us.
 1. Businesses may also buy products not for resale. Sales tax will be applied to these purchases.
 2. We reserve the right to collect sales tax on any product that does not appear to be for resale by your business.
 - b) Tennessee Department of Revenue Certificate of Exemption for non-profit organizations. Once we have your sales tax information on file, you will be able to purchase items in the store at regular customer prices, but not have sales tax collected as long as you are using a business or organization check.
4. Prompt pick up of your order. You must inspect your order when you pick it up to be sure it is what you need and meets your standards for quality. In general, we will not accept a return of product once it has left the store.
5. Prompt payment. Payments must be made with a business or organization check when the order is picked up. If you would like to request terms, please provide 3 credit references. If your check is returned due to insufficient funds, you will be charged a \$20 fee and your account will be suspended until we receive payment. If this occurs a second time, we will no longer be able to do business with you.

All items must be ordered ahead of time and most must be purchased in case quantities. If you can meet these requirements, provide us with a list of products you are interested in, including brand names if possible. We will give you a product availability list with current prices and help you get started!

Please note that attempts to order products for personal use will result in immediate termination from the program.

¹ Retail grocery businesses and others seeking to compete with Three Rivers Market are not eligible for this program.

APPLICATION

Date: _____

Is This Application For A Business Or A Non-Profit Organization? _____

Name Of Business Or Non-Profit Organization: _____

Is this business or non-profit organization a member of our cooperative? _____

Years In Existence: _____

Address: _____

Please provide a brief description of your business or organization:

Contact Name: _____

Contact Position/Title: _____

Contact Email: _____

Contact Phone Number: _____

Please complete the following:

- We have received and understand the requirements of the Three Rivers Market Local Partners Program.
- A list of products we are interested in is attached.
- A current city and/or county business license is attached, if applicable.
- A Tennessee Sales or Use Tax Blanket Certificate of Resale or a Tennessee Department of Revenue Certificate of Exemption is attached.
- We agree to have our order promptly picked up, inspecting the order before leaving the store to ensure it is correct and meets our standards for quality. We understand that we cannot return the product once it has left the store.

Terms requested (please select one of the following):

- We agree to pay for our orders with a business or organization check when the order is picked up.
- We would like to request terms. 3 credit references are attached.

Bring your application to the Member & Customer Services Desk during store hours. Feel free to attach any questions or contact Fadi Aboush, General Manager, at gm@threeriversmarket.coop.