



WELCOME TO YOUR BUSINESS ACCOUNT



WELCOME TO YOUR NEW ARGOS BUSINESS ACCOUNT

Now here comes the fun part! Once you have received your Business Account card it can be used to purchase products:

- On the B2B exclusive Argos Business Hub
- Online at argos.co.uk
- In all Argos stores

BUYING ONLINE AT ARGOS WITH YOUR BUSINESS ACCOUNT

Isn't it wonderful, being able to order any product from our wide range whilst sipping a hot brew at your desk?

And with your Argos Business Account, we give you two ways to do it:

The Argos Business Hub

The Argos Business Hub (www.argosbusinesshub.co.uk) is a secure online platform exclusively available to Argos Business Account customers. It has been designed to make it easy buying for work, and features a range of benefits that make it the perfect place to purchase items for your business:

- Improved visibility of stock
- Pricing displayed as both INC and EX VAT
- Recommended products based on your business sector
- Business exclusives for clearance and overstocked lines from Argos, when available
- Purchase as many of an item as there are available

The Argos Business Hub is also the best place for you to manage your Business Account:

- Admin hierarchy to keep track of all users
- Review order status'
- Track deliveries
- Monitor Account balance and credit status
- Review past invoices
- Make changes to your account
- Order new cards

Online at argos.co.uk

We also recommend setting up your Business Account Card as a payment method on argos.co.uk. Already registered on argos.co.uk? Then you simply need to update your payment details. If you haven't already registered it will only take a few minutes. All you need is your email address and card details, then follow this link: argos.co.uk/account/login. Once registered on argos.co.uk, you can:

- View your recent orders, check latest order status and view delivery details
- Manage your delivery addresses. You can even save up to 10 of your most frequently used addresses to save time on future visits
- Manage your payment methods. If you save details of your Business Account card here, it will save time at the check-out next time you shop

In-store

You can also use your Business Account Card as a payment method in any Argos store. Remember to have your Purchase Order/reference number to hand as you will need to quote this information in order to process your purchase – this could be your name or date if you don't have an actual Purchase Order number to quote.

Get what you want today

If you need something in a hurry, look out for the FastTrack badged products when shopping on argos.co.uk. You can choose FastTrack same day delivery or choose Click & Collect for in-store collection for free depending on what suits you best.

MANAGING YOUR BUSINESS ACCOUNT

If you need to apply for any additional Business Account cards, update your contact details or apply for a credit limit change, just ask. Send us a request using the link here: argosforbusiness.co.uk/business-purchasing/existing-customers/ select the relevant form, complete and submit. We will review your request and get back to you just as soon as we can.

YOUR INVOICES AND PAYMENT METHODS

Your invoices will be generated weekly and be in your inbox by Monday morning. You'll receive a consolidated invoice or an invoice per Purchase Order placed, depending on the preference you ticked when you applied for the account.

Your Monthly Statement will be set to you on or around the 1st of every month. You can pay off your invoices via Direct Debit or BACS. We've enclosed a Direct Debit Mandate as well as a copy of our bank details on the last page of this pack, so you always have it to hand.

When you pay an invoice you will also need to send a remittance via email to abscreditcontroladmin@argos.co.uk

HANDY CONTACTS

We hope everything goes smoothly once you start buying with Argos and if you have any questions you can view our online FAQs: argosforbusiness.co.uk/faq/ to contact us, here are our contact details:

Payment Enquiries: 0345 604 6401 abscreditcontroladmin@argos.co.uk

General & Invoicing Queries: abs.customer-support@argos.co.uk

Order Queries: abs.customer-support@argos.co.uk

Copy Invoices: 0345 604 6401 abs.copy-invoices@argos.co.uk

A LAST WORD

We love hearing from our customers. It helps us improve our service to you. If you want to drop us a line to let us know if things have gone well, or on occasion, not so well, please ping us an email to abs.implementation@argos.co.uk.



DIRECT DEBIT MANDATE

If you need any help completing this form, please email us at ABS.Implementation@argos.co.uk.

My Argos Business Account number is:

Instructions to your Bank or Building Society to pay by Direct Debit

Bank/Building Society:

Address:

Postcode:

Name of Account Holder(s):

Branch Sort Code:

Account Number:

Reference Number:

Instructions to your Bank or Building Society

Please pay Argos Business Solutions Ltd Direct Debits from the account detailed in this instruction, subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this instruction may remain with Argos for Business and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s):

Date: / /

Bank/Building Society may refuse to accept instructions to pay Direct Debits for some types of accounts.

The Direct Debit Guarantee

- The guarantee is offered by all Banks and Building Societies that take part in the Direct Debit scheme. The efficiency and security of the scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change, Argos for Business will notify you within seven working days of your account being debited, or as otherwise agreed.
- If an error is made by Argos for Business, or your Bank or Building Society, you are guaranteed a full and immediate refund for the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy to us. Please note that this may affect your currently agreed credit limit for an Argos Business Account.



COMPANY & BANK DETAILS			
Company Name	Argos Business Solutions Ltd		
Trading Title	Argos for Business		
Address for Remittances	16th Floor Arndale House Manchester M4 3AL		
Head Office Address	489 - 499 Avebury Boulevard Saxon Gate West Central Milton Keynes MK9 2NW		
Company Reg. Number	03234511		
GBP Payments			
Cheque Payee	Argos for Business		
VAT Registration Number	GB 660 4548 36		
Bank Name	Barclays Bank Plc	Branch	Watford
Bank Account Name	Argos Business Solutions Ltd		
IBAN	GB 70 BARC 209294 20129518	SWIFT	BARC GB 22
Sort Code	20-92-94		
Bank Account Number	20129518		
Bank Address	32 Clarendon Road Watford Hertfordshire WD1 1LD		
EUR Payments			
Cheque Payee	Argos for Business		
VAT Registration Number	140 9095 C		
Bank Name	Barclays Bank Plc	Branch	Watford
Bank Account Name	Argos Business Solutions Ltd		
IBAN	GB 19 BARC 2092 9472 666800	SWIFT	BARC GB 22
Sort Code	20-92-94		
Bank Account Number	72666800		
Bank Address	32 Clarendon Road Watford Hertfordshire WD1 1LD		

Please send all remittances to: abscreditcontroladmin@argos.co.uk