



WELCOME TO YOUR BUSINESS ACCOUNT



WELCOME TO YOUR NEW ARGOS BUSINESS ACCOUNT

Once you have received your Business Account card it can be used to purchase products:

- In all Argos stores
- By calling 0044 345 640 0864 and selecting option 1

SHOPPING AT ARGOS WITH YOUR BUSINESS ACCOUNT

In-store

You can use your Business Account Card as a payment method in any ROI Argos store. Remember to have a 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, so don't worry.

Need items in a hurry?

If you need items fast, our Check & Reserve service can help. 1000s of in-stock items can be reserved to collect straight away in your local store. Then all you need to do is pop into store and pay using your Argos Business Account.

Reserving Online

Add item(s) to your trolley on www.argos.ie and select 'Continue'. Choose your desired town from the drop down menu, and we'll let you know whether your items are in stock. Then simply click the 'reserve now'. It's as easy as that! Confirmation of your reservation will be sent to your email address. You can also choose to receive a free text message if you wish.

Reserving By Phone

Make a note of the catalogue number and store number (stores and store numbers are listed in our Store locator on www.argos.ie or at the back of the Argos catalogue). Call (01) 216 1616 and follow the simple steps to reserve your order.

Once reserved, simply note down your reservation number or request a free text with your reservation details.

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.ie/business-purchasing/existing-customers/ select the relevant form, complete and submit. We will review your request and get back to you 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 selected 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 for your business at Argos. However, if you have any questions you can view our online FAQs: argosforbusiness.ie/faq/

Or call us on:

Payment Enquiries: 0044 345 604 6401 abscreditcontroladmin@argos.co.uk

General & Invoicing Queries: 0044 345 640 0864 option 3 abs.customer-support@argos.co.uk

Order Queries: 0044 345 640 0864 option 2 abs.customer-support@argos.co.uk

Copy Invoices: 0044 345 640 0864 option 2 abs.copy-invoices@argos.co.uk

KEEP IN TOUCH

We'd love to hear from you to help us improve our service. If you want to drop us a line to let us know when things have gone well, or not so well, please let us know by email abs.implementation@argos.co.uk.



DIRECT DEBIT MANDATE

If you need any help completing this form, please give us a call on 0044 345 605 4380.

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		
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