

Checklist for merchants

What must my terms of trade document include?

Does my terms of trade document do the following?	Yes	No
1. Identify that I am trading as a merchant ?	<input type="checkbox"/>	<input type="checkbox"/>
2. Outline my requirements in relation to delivery ?	<input type="checkbox"/>	<input type="checkbox"/>
3. Outline any requirements I have in relation to quality of horticulture produce?	<input type="checkbox"/>	<input type="checkbox"/>
4. Identify circumstances (if any) in which I may reject produce delivered by a grower, and the period within which I must notify the grower of the rejection and the consequences of rejection?	<input type="checkbox"/>	<input type="checkbox"/>
5. Outline when I will pay the grower?	<input type="checkbox"/>	<input type="checkbox"/>
6. Does my terms of trade document include details of any insurance that I hold in respect of goods under my control?	<input type="checkbox"/>	<input type="checkbox"/>

A terms of trade document template can be found in annexure 9.3.