



## Preferred Installer Application Checklist

Please complete all portions of the application and take note of the additional required documents to accompany the application. Any missing items (business license, proof of insurance, federal tax id number, business photos) or information left blank or incomplete can delay or prevent the authorization of your application. Use this checklist to ensure you have included all required items.

**When complete, please return all documents to:**

**FAX:** 1-212-373-5154

**MAIL:** Two World Financial Center, 225 Liberty Street - Suite 4301, New York, NY 10281

**BUSINESS INSURANCE**

- The name of the business shown on your business insurance certificate or document must match the business name on your application.
- The insured property location on your certificate must match your physical store or street address listed on the application.
- The minimum general aggregate coverage required is \$1 Million. Your insurance document must show a break-down of your limits of liability.
- The policy should be an annual policy and must have a valid expiration date. You are responsible for submitting and keeping up-dated proof of insurance with WorldTV.
- WorldTV must be identified as a certificate holder and additional insured on the insurance certificate, at the address above.

**BUSINESS LICENSE or SALES TAX PERMIT**

- The name of the business shown on your business license or sales tax permit must match the business name on your application.
- The documents you submit must be current. You are responsible for submitting and keeping up-dated proof of business license with WorldTV.
- In the case that the state or city in which your business is operated does not issue or require a business license, a sales tax permit or comparable document will be accepted instead.

**FEDERAL TAX IDENTIFICATION NUMBER**

- The name of the business shown on your Tax ID number certificate must match the business name on your application.
- You must also submit the WorldTV tax identification form.

**RESALE CERTIFICATE AND/OR TAX EXEMPT CERTIFICATE**

- The name of the business shown on your resale and/or tax exempt certificates must match the business name on your application.
- The document you submit must be current. You are responsible for submitting and keeping up-dated proof of business license with WorldTV.

**PHOTOGRAPHS OF YOUR STOREFRONT & SHOWROOM**

- Two photographs of your business are required: one of the outside, including your business signage, and one of the inside of your business, where applicable.

**MISCELLANEOUS ITEMS**

- I agree to receive updates on promotions, marketing, hardware and programming from WorldTV through the medium I selected on my application.
- I agree to the trademark licensing statement included in the standard WorldTV Preferred Agreement.
- I agree to include a link to [www.globecastwvtv.com](http://www.globecastwvtv.com) on my business website.
- I have access to a computer with Internet and e-mail capabilities.
- I would like additional information and application for the Preferred Residual program.
- I would like additional information and application for the Preferred Showroom Account program.
- I understand that my affiliation with WorldTV is strictly voluntary and no contractual or exclusive dealer relationship exists.

Signature..... Date...../...../.....