



Current Date

Customer Profile

Salesperson:

Remit to:

Ship to:

- Do you have multiple ship to locations? (If yes, attach all locations to a separate sheet with instructions)
- Is additional ship to billed to the same remit to? (If no, provide detailed informatio on separate sheet)
- Will you require monthly computer reports? (If yes, please provide format on a separate sheet)
- Do you require EDI transmission? (If yes, please provide format on a separate sheet)
- Do you use written purchase orders?

Purchasing Agent:

Phone Number

Authorized Buyer:

Fax Number

Payable's Contact:

Phone Number

Shipping Instructions

Contact Name

Phone Number

Receiving Hours:

Appointment Requested?

Semi Unloading:

Dock Clearance:

Straight Truck:

Tailgate Delivery

If requesting inside delivery, please specify location (additional charge):

Below for office use only

Internal Information

Resale

Taxable

Date received signed credit application and tax exemption form:

Credit Limit Requested:

Approved?

Credit Limit Applied:

Terms

Computer Entry Date: