



Credit terms are available to clients when the number of regular invoices per month and the size and complexity of the client's organization make it inconvenient to draw a check each time an order is delivered. NET 30 terms are available for payment convenience and not to provide short-term financing for business. Recurring late payment or problem accounts will no longer be eligible for credit terms.

# CREDIT APPLICATION

**COMPLETE IN ENTIRETY**

Legal Business Name: \_\_\_\_\_ DBA: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

If your organization is TAX EXEMPT, you MUST INCLUDE DOCUMENTATION.

Accounts Payable contact: \_\_\_\_\_ Email: \_\_\_\_\_

Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

## PRINCIPAL / MAJORITY OWNER INFORMATION

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Title: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Approx. Monthly Printing Budget: \$ \_\_\_\_\_

Legal Identity: Sole Proprietor [ ] Partnership [ ] Corporation [ ] Years in business? \_\_\_\_\_

## BANKING INFORMATION

Bank Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Bank Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

The applicant agrees to the following terms and conditions of this open account as follows:

- 1) Terms are NET 30. Payment in full is due within 30 days of receipt of the Accuprint invoice.
- 2) Open accounts are offered to qualifying businesses who charge an average of \$200 or more per month.
- 3) All legal fees, court costs and collection fees will be paid for by the applicant, in case of default on the terms of this agreement.
- 4) Any check not honored for non-sufficient funds (NSF) or other cause will cause the account to be suspended and incur a \$20.00 service charge per returned check.
- 5) Applicant hereby grants permission to Accuprint to request and verify business credit, payment histories, banking and financial information and/or personal data to evaluate purchaser's credit-worthiness.

[ ] I hereby certify that I am authorized by the company listed above to make purchases and/or agree to these terms.

\_\_\_\_\_  
Signature of Authorized Employee

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date