



# CREDIT APPLICATION AND AGREEMENT

**Please Note - If you are returning your own Internal Credit Reference form, complete Sections 1, 2 & 5 only. Thank you**

**Section 1**

Individual  Corporation  Sole Proprietor  Partnership  Other \_\_\_\_\_

REGISTERED LEGAL CORPORATE NAME : \_\_\_\_\_

Trade Style Name (if applicable): \_\_\_\_\_

If company is a subsidiary, provide name of parent company: \_\_\_\_\_

Invoice Address: \_\_\_\_\_ City: \_\_\_\_\_

Prov / State: \_\_\_\_\_ Postal / Zip Code: \_\_\_\_\_

INCORPORATION / REGISTRATION DATE : \_\_\_\_\_ TYPE OF BUSINESS: \_\_\_\_\_

Business Premises: Owned \_\_\_\_\_ Rented \_\_\_\_\_ Sq Ft of Premises: \_\_\_\_\_

# of Employees: \_\_\_\_\_ Corporate Website: \_\_\_\_\_

ANTICIPATED PURCHASING REQUIREMENTS : \$ \_\_\_\_\_ Per: \_\_\_\_\_

**Section 2**

NAME OF ALL OFFICERS, PARTNERS OR PROPRIETOR (Please attach a list if more than three)

<u>NAME</u>	<u>TITLE</u>
1 _____	_____
2 _____	_____
3 _____	_____

Financial Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Accounts Payable Contact : \_\_\_\_\_ A/P Telephone : \_\_\_\_\_

A/P email address: \_\_\_\_\_ A/P Fax # : \_\_\_\_\_

Purchasing Contact : \_\_\_\_\_

DUNS # : \_\_\_\_\_ Fed ID # \_\_\_\_\_ Sale Tax #: \_\_\_\_\_

**Section 3**

TRADE REFERENCES: (STEEL SUPPLIERS PREFERRED or Key Suppliers)

<u>Company</u>	<u>Credit Dept Phone #</u>	<u>Credit Dept Fax #</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

**Section 4**

BANK INFORMATION: Name: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Fax \_\_\_\_\_

Prov / State: \_\_\_\_\_ Contact: \_\_\_\_\_ Acct # : \_\_\_\_\_

**Section 5**

Terms and Conditions: Terms of sale call for payment in full of all accounts thirty (30) days from date of invoice unless otherwise specified, in writing by Metalex. Metalex reserves the right to charge interest at the rate indicated on our invoices on all past due accounts. In the event the account is placed with a third party for collection, Applicant agrees to pay all costs including attorney fees, collection fees and court costs. Materials will not be accepted for returns unless authorized by Metalex.

The above information is supplied for the purpose of obtaining credit and is warranted to be true. The Customer hereby authorizes Metalex to obtain credit information from all references, our Bank and credit reporting agencies.

\*\*Officer's Signature: \_\_\_\_\_ Name & Title: \_\_\_\_\_

(\*\* MUST BE SIGNED BY AN OFFICER OF THE COMPANY, IF A CORPORATION)

Date: \_\_\_\_\_

**PLEASE COMPLETE AND FAX BACK TO METALEX CREDIT DEPT @ (630) 822-7052**