



## ACCOUNT INFORMATION SHEET—CREDIT APPLICATION

COMPANY NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

I/We/Our Firm request(s) an open credit line with Printing Services Inc., as a convenience in purchasing printed material, and submit the below references, whom you may consult, and information relative to me/us/our firm.

**I. BANK REFERENCE**—Account Number \_\_\_\_\_

| Name of Bank | Branch or Address | Contact Person |
|--------------|-------------------|----------------|
|              |                   |                |

### II. TRADE REFERENCES

| NAME      | ADDRESS | PHONE NUMBER |
|-----------|---------|--------------|
| (1) _____ | _____   | _____        |
| (2) _____ | _____   | _____        |
| (3) _____ | _____   | _____        |
| (4) _____ | _____   | _____        |

### III. GENERAL INFORMATION

Business Started \_\_\_\_\_ Type of Business \_\_\_\_\_

Form of Ownership    Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Association \_\_\_\_\_

Credit Limit Requested \$ \_\_\_\_\_ Purchase Order used? \_\_\_\_\_ Yes \_\_\_\_\_ No

Purchases may be Authorized By \_\_\_\_\_ Title \_\_\_\_\_

Method of Shipment Desired \_\_\_\_\_

Taxable \_\_\_\_\_ Tax Exempt \_\_\_\_\_ MD PA VA WV Only

Copy of Tax Exempt Certificate Attached \_\_\_\_\_

We, the undersigned, agree to pay Printing Services Inc. within the terms of the invoice. By affixing the signature below, the undersigned, or if corporation, the corporate officer (agent), agrees that Printing Services Inc. shall be paid its necessary and responsible costs and expenses incurred, including a reasonable attorney's fee due to litigation arising out of collection of any unpaid amounts owing by customer. Customer agrees to pay to Printing Services Inc. a late charge, in an amount equal to 1 1/2% per month of the total amount of any late payment. This form must be signed by a company officer to establish credit.

By \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Account Manager \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_

Accepted By \_\_\_\_\_ Date \_\_\_\_\_

Open Limit \$ \_\_\_\_\_ Customer Number \_\_\_\_\_