**New Customer Account Form**

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Legal Business Name of Account:

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Billing Address:

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Shipping Address:

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Phone Number:

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Tax ID #:

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Primary Contact Name:

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Primary Contact Email:

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AP Email Address:

Invoice Preference - 🞏 Email or 🞏 Print/Mail

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Fed Ex and or UPS Account Number:

(shipping using your account)

**Required Documentation**

🞏 - Credit Reference Sheet if requesting terms

* Bank Reference Information
* 3 Trade References with contact information
* Minimum order Requirements
  + Minimum Order plus freight is $150.00
  + Minimum order to ship FFA is $500.00
  + Minimum order to request Net 30 Terms is $500.00

🞏 - Resale Documentation based on states requirement

🞏 - Signed Sales Tax Exemption Form

🞏 - Credit Card Information if no terms are requested

**Internal Use Only**

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**Sales Rep Name:**

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**Broker (if applicable)**

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**State exemptions:**