

Remittance Address

400 Hill Street
 York PA 17403
 P: 717-812-8339 • F: 717-812-1279

IVRI

New Customer/Credit Application

Legal name			DUNS number			Application date		
Doing Business As (if applicable)			Accounts Payable contact name					
Billing address			Accounts Payable phone #			Accounts Payable email address		
City		State	Zip	Shipping address (No P.O. Box)				
Business phone #		Business fax #		City		State	Zip	
Buyer email			Do you want invoices: <input type="checkbox"/> Mailed <input type="checkbox"/> Faxed <input type="checkbox"/> Emailed			Tax exempt <input type="checkbox"/> YES <input type="checkbox"/> NO		
Type of business: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC			Shipping Terms / Carrier and Account #					

Bank Reference

Name	Branch Address	Account #	Type of Account
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Applicant's Principal Suppliers (List three)

(PLEASE NOTE: Complete addresses are necessary so that we can process your application promptly)

Name/Account # (if applicable)	City, State	Email	Fax #	Phone #

■ Please attach Sales Tax Exemption Certificate. We are required by law to charge sales tax unless we receive an Exemption Certificate. (Copy of Sales & Use Tax License is unacceptable.)

TERMS: In consideration of IVRI extending credit to the Applicant, the Applicant agrees to pay within the established credit terms (net 30 days). Applicant acknowledges that a monthly service charge of 1 1/2% shall be made on all sums due IVRI which have not been paid according to the invoice terms. Applicant agrees to pay a \$50.00 charge for any returned check. Should it become necessary to place the account with a collection agency or attorney, the Applicant agrees to pay all collection and attorney fees in addition to all other sums due. Applicant authorizes IVRI to obtain credit and financial information concerning the Applicant at any time and from any source. Applicant agrees to indemnify IVRI and its agents from any liability resulting from their credit survey. The undersigned warrants that the above agreement has been carefully read and that Applicant understands it completely.

We request a credit line of: \$ _____

Print name of applicant _____ title _____
 X
 Signature of applicant (must be an officer of the company) _____ date _____

FOR INTERNAL USE ONLY

Sales representative		Customer category	Sales Pricing Libraries	Primary NAISC/SIC code
Was customer information entered into Selltis? <input type="checkbox"/> YES <input type="checkbox"/> NO		Is order pending? <input type="checkbox"/> YES <input type="checkbox"/> NO		C.C. (default) <input type="checkbox"/> Order Amount \$ _____
How did you find us? <input type="checkbox"/> Vendor <input type="checkbox"/> General Referral <input type="checkbox"/> Search Engine		Default source location		Default branch location
B2B Customer <input type="checkbox"/>	Contact name	Contact phone #	Email address	
Sales Manager approval		Date	arteam@go-ivri.com	

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Phone: 717-812-8339

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CREDIT LIMITS

Credit Desired \$ _____

COD acceptable until approved Credit? CIRCLE ONE Yes No

Amount of initial order \$ _____

Date Required _____

Special Billing Instructions _____

TERMS & CONDITIONS

Prices – All published prices are subject to change without notice.

Terms – Standard credit terms are Net 30 days. Open accounts will be established after approval by our Credit Department. Accounts not approved will be shipped C.O.D. IVRI accepts Visa, MasterCard, Discover and American Express.

Minimum Order – Minimum order is \$10.00 Net billing. All orders under \$10.00 must be paid C.O.D or by Credit Card.

Freight/Shipping – Shipments will be made FOB shipping point unless otherwise specified. Truck shipments will be sent collect unless other arrangements are made. Orders may be picked up at our counter or a shipping and handling charge may be added to all shipments. IVRI will not accept claims from shortages once the shipment has been accepted. Claims for damaged goods should be filed with the carrier.

Taxes – IVRI's price unless otherwise agreed, is fixed, and does not include and IVRI is not responsible for, payment of any tax levied for sales, use, excise, value-added, goods and services, business (franchise or privilege) or any duties, charges or other such taxes.

Delivery – All shipments made by IVRI delivery trucks are subject to a fuel surcharge. Quoted delivery dates are based on the best estimates at the time of quotation or order placement. IVRI will make every effort to meet the expected schedules; however, IVRI assumes no liability for additional cost or damages resulting from late deliveries.

Non-Standard Products – Non-Standard material will be subject to manufacturer's standard restock and handling fee and shall include all applicable freight charges. Some custom and non-standard products are non-returnable and may not be cancelable once the order has been processed.

Returns – Returned goods will only be accepted if shipping from our warehouse in error under special circumstances when accompanied by written approval. Returns will not be accepted without prior approval and will include the issuance of a Returned Goods Authorization Number. All returns must be shipped freight prepaid with the RGA Number, Invoice number, and PO number clearly marked on the outside of all cartons containing returned goods. All approved returns will be subject to a handling and/or re-stock charge and must be clean and suitable for re-sale.

Warranty – All products distributed by IVRI carry only the original manufacturer's warranty, and imply no specific guarantee of the suitability of the product for any given applications. Copies of the manufacturer's warranty are available upon request.

By signing, you have approved IVRI's Standard Terms & Conditions above.

Owner/Officer Signature _____ Title _____ Date _____