

# ECONOMICAL JANITORIAL & PAPER SUPPLIES, INC.

P.O. BOX 23607 • NEW ORLEANS, LA 70183-3607 • 504.464.7166 • FAX 504.210.4038 • WWW.ECONOMICALJANITORIAL.COM

## CREDIT APPLICATION

DATE: \_\_\_\_\_

SALESMAN: \_\_\_\_\_

### **PAYMENT TERMS REQUESTED**

( ) CASH ONLY

( ) C.O.D. (to be paid with cash, check or credit card only)

( ) TERMS NET \_\_\_\_\_ DAYS (CREDIT LIMIT REQUESTED: \_\_\_\_\_)

( ) CREDIT CARD VISA ( ) MASTER CARD ( ) AMERICAN EXPRESS ( ) DISCOVER ( )

CARD NUMBER \_\_\_\_\_ EXP. DATE \_\_\_\_\_

### **BUSINESS INFORMATION**

BUSINESS NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ OTHER: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

SHIPPING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_

OWNER'S RESIDENTIAL ADDRESS: \_\_\_\_\_

OWNER'S SOCIAL SECURITY NUMBER or FEDERAL I.D.: \_\_\_\_\_

OWNER'S DRIVER'S LICENSE: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_ DATE OPENED: \_\_\_\_\_

BUILDING: ( ) OWN ( ) RENT

### **TYPE OF OWNERSHIP**

SOLE OWNERSHIP ( ) PARTNERSHIP ( ) CORPORATION ( ) L.L.C. ( )

PRIMARY ACCOUNT CONTACT: \_\_\_\_\_

DOES YOUR COMPANY USE PURCHASE ORDERS? \_\_\_\_\_

If yes, is a Purchase Order Number required for every Purchase? Yes ( ) No ( )

PERSONS AUTHORIZED TO UTILIZE THIS ACCOUNT? \_\_\_\_\_

TAXABLE PARISH: \_\_\_\_\_ TAXABLE RATE: \_\_\_\_\_

TAX EXEMPT NUMBER: \_\_\_\_\_

(If applicable – A copy of your Tax Exemption must accompany the Credit Application.)

**BANKING INFORMATION**

BANK: \_\_\_\_\_ ACCT: \_\_\_\_\_ ( ) CHECKING  
( ) SAVINGS

OFFICER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

BANK: \_\_\_\_\_ ACCT: \_\_\_\_\_ ( ) CHECKING  
( ) SAVINGS

OFFICER: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

**CREDIT REFERENCES**

NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

FAX NO. \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

FAX NO. \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

FAX NO. \_\_\_\_\_

**PAYMENT AGREEMENT AND PERSONAL AND/OR CORPORATE GUARANTEE**

In consideration of any credit extended to \_\_\_\_\_ "PURCHASER" the undersigned purchaser and guarantor hereby agree and guarantee(s) to full and prompt payment at maturity of all invoices that they receive for merchandise furnished. The undersigned purchaser and guarantor further bind(s) himself (THEMSELVES) in solido and agrees to pay a 1-1/2% per month (or the maximum allowed by law) service charge should the account become delinquent and all costs as well as 33-1/3% attorney or collection fees should the indebtedness have to be collected by an attorney or outside sources. Also in accordance with the customer credit protection act, I/We and Purchaser authorize Economical Janitorial and Paper Supplies, Inc. to secure credit reports to be used in determining the advisability of extending commercial or business credit.

APPLICANT SIGNATURE: \_\_\_\_\_ DL# \_\_\_\_\_

Please Print Name: \_\_\_\_\_

GUARANTOR SIGNATURE: \_\_\_\_\_ DL# \_\_\_\_\_

Please Print Name: \_\_\_\_\_

PRICED INVOICE W/ ORDER ( ) SEPARATE MAILED INVOICE ( ) BOTH ( )

SHIPPING INSTRUCTIONS: \_\_\_\_\_

BILLING INSTRUCTIONS: \_\_\_\_\_

INTERNAL OFFICE ONLY : Credit Approved by: \_\_\_\_\_

Account set up by: \_\_\_\_\_

Account Number: \_\_\_\_\_ Date Set Up: \_\_\_\_\_

Sales ID's \_\_\_\_/\_\_\_\_ Default Ship Via: \_\_\_\_\_

Dept. Initial \_\_\_\_\_ Revision of current application: \_\_\_\_\_

Dept. Initial \_\_\_\_\_ Other Special Terms and Conditions: \_\_\_\_\_