

MAJOR BUSINESS SYSTEMS

CREDIT APPLICATION

1510 Highway 86N • Hillsborough, NC 27278 • 919-732-2101 • Fax 919-732-5639

DATE _____

FIRM NAME _____		FEDERAL ID # _____	PHONE _____
STREET ADDRESS _____		FAX # _____	
CITY _____	STATE _____	ZIP _____	EMAIL _____
MAILING ADDRESS IF DIFFERENT FROM ABOVE _____			NO. OF EMPLOYEES _____ IN BUSINESS SINCE _____

TYPE OF ORGANIZATION: SOLE PROP. PARTNERSHIP LLC OTHER _____
 CORPORATION INCORPORATED IN THE STATE OF _____ DATE _____

PRIMARY BUSINESS: FORM DISTRIBUTOR COMMERCIAL PRINTER QUICK PRINTER OTHER _____

THIS IS: HOME OFFICE BRANCH OR SUBSIDIARY OF: _____

GENERAL INFORMATION

ANNUAL SALES: _____ FORMS % _____ LABELS % _____ CUTSHEET % _____

ACCOUNTS PAYABLE CONTACT PERSON _____ EMAIL ADDRESS _____

IS THIS COMPANY SALES TAX EXEMPT? YES NO (IF YES, PLEASE ATTACH A COPY OF EXEMPTION CERTIFICATION)

CREDIT LIMIT REQUESTED - \$ _____ DMIA MEMBER? YES NO HOW LONG? _____

VENDOR REFERENCES

1.) _____ NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ FAX _____ ACCT # _____	2.) _____ NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ FAX _____ ACCT # _____	3.) _____ NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ FAX _____ ACCT # _____
--	--	--

BANK REFERENCES

1.) _____ BANK NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ BANK ACCOUNT NUMBER _____ BANK CONTACT PERSON _____	2.) _____ BANK NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ BANK ACCOUNT NUMBER _____ BANK CONTACT PERSON _____	3.) _____ BANK NAME _____ ADDRESS _____ CITY, STATE, ZIP _____ PHONE _____ BANK ACCOUNT NUMBER _____ BANK CONTACT PERSON _____
--	--	--

NAMES OF PRINCIPAL OWNERS OR OFFICERS OF YOUR COMPANY

NAME OF PRINCIPAL OWNER OR OFFICER _____	TITLE _____	FULL TIME _____	PART TIME _____	WITH FIRM SINCE _____
NAME OF PRINCIPAL OWNER OR OFFICER _____	TITLE _____	FULL TIME _____	PART TIME _____	WITH FIRM SINCE _____
NAME OF PRINCIPAL OWNER OR OFFICER _____	TITLE _____	FULL TIME _____	PART TIME _____	WITH FIRM SINCE _____

OUR CREDIT POLICY

Major Business Systems requires an approved Credit Application on file for all companies wishing to make purchases on open account status. Credit Applications are processed only upon receipt of your first order. Credit approval normally takes 10 days. Until credit is approved, prepayment is required. Once your Credit Application is approved, we will notify you of your maximum line of credit. If you feel a higher amount of credit is needed, please call or write us.

Credit Applications with insufficient or incomplete information will require prepayment of orders. We accept checks, money orders and Mastercard/Visa/Amex.

We reserve the right to refuse to process or ship any order(s) when invoice(s) for any previous order(s) remain unpaid beyond 30 days. If an undisputed invoice(s) becomes 60 days old, a contract will be placed with a collection agency to proceed with collection on 70th day.

TERMS AND CONDITIONS

We are required to collect state sales tax for customers unless we are provided with an exemption number. We must have a copy of your exemption certificate for our file.

Payment Terms: 2% 20 days, Net 30 from date of invoice. In the event of late payment, the applicant agrees to pay finance charges of 1.5% per month (18% per annum) on the unpaid balance exceeding 30 days. The applicant agrees to pay all legal costs including collection agency fees, costs, legal costs and reasonable attorney's fees if it becomes necessary to enforce collection or file suit.

Return Check Fee: A \$40 Returned Check fee will be charged.

I certify that everything stated on this application is true and correct to the best of my knowledge. I have read and I agree to the Terms, Conditions and Credit Policy. This Credit Application is given to induce Major Business Systems, Inc. to extend credit to the applicant. My company and I authorize Major Business Systems, Inc. to make such credit investigation as Major Business Systems, Inc. sees fit, including contacting the above trade references, banks and obtaining credit reports from credit reporting agencies, i.e. Equifax. My company and I authorize all trade references, banks, and credit reporting agencies to disclose to Major Business Systems, Inc. any and all information concerning the financial and credit history of the applicant. If applicant is a Sole Proprietor or partnership, I authorize Major Business Systems, Inc. to make such credit investigation as Major Business Systems, Inc. sees fit on the owner or partner, including contacting the above trade references, banks and obtaining credit reports from credit reporting agencies, i.e. Equifax. **This application must be signed by owner or principal officer.**

BY _____ TITLE _____ DATE _____

FOR MBS Use Only

Customer Acct. # _____

Credit Application Received: _____

Credit Approved: Yes _____ No _____ Date: _____ Initials: _____

Credit Status: _____

Credit Limit: _____

Comments: _____
