

Signature

Return to: Theresa Walden Accounts Receivable Manager
Theresa.Walden@colonialwebb.com
Fax: 804-200-5534 Phone: 804-916-1467

## CONFIDENTIAL INFORMATION SHEET

DATE			FOR OFFICE USE ONLY		
COMPANY NAME			Salesperson		
	_	PLEASE TYPE OR PRINT CLEARLY		Order Pending	
BILLI	NG ADDRESS			Туре	
				Approved	
				Credit Limit	
				COD Customer Only	
TELE	EPHONE # (	)	FAX #	_( )	
				YEAR ESTABLISHED	
		CORPORATION PARTNERSHIP		D&B FEIN	
		NDIVIDUAL		I LIIV	
Name Address Title					
Do you require a purchase order number on your invoice? Yes No How would like your invoices: Em ailed Mailed					
Please indicate any other billing requirements below: Do your invoices need to be uploaded? if so, please indicate directions on uploading.					
ACCOUNTS PAYABLE CONTACT:					
EMAIL ADDRESS:					
TERMS AND CONDITIONS OF SALE					
	All invoices from ColonialWebb Contractors Company are due upon receipt. Any invoice not paid within 30 days is considered past due. A past due account will be subject to finance charges and may result in the suspension of service or warranty until all past due amounts are paid.				
	If account is referred to an attorney or collection agency in order to effect collection, I (we) agree to pay any and all costs of collection incurred, including reasonable attorney fees and court costs.				
3. 1	The applicant authorizes ColonialWebb to obtain a written or oral credit report from any credit-reporting agency.				
	4. <b>CHANGE OF OWNERSHIP</b> : I/We understand that we must notify ColonialWebb Contractors in writing and by certified mail of any change in ownership, the name of the business or structure of the business under which credit will be established.				
	5. If the applicant is a corporation, the person signing the application on the behalf of the applicant warrants that he/she is authorized to do so, and acknowledges our terms of credit.				
Print Name					

Title