



**Global Headquarters**  
 400 Exchange Street  
 Buffalo, NY 14204  
 Phone: 1.800.669.1535  
 Fax: 1.800.347.2420

**CREDIT APPLICATION**

(Please print or type)

DATE OF APPLICATION \_\_\_\_\_ HOW APPLIED ( ) PHONE ( ) IN PERSON ( ) MAIL/FAX

LINE OF CREDIT REQUESTED \$ \_\_\_\_\_ Graphic Controls Standard Terms: NET 20\*\*

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

DBA \_\_\_\_\_

BILLING ADDRESS (Street) \_\_\_\_\_

(City, State, Zip Code) \_\_\_\_\_

PHONE # ( ) \_\_\_\_\_ FAX # ( ) \_\_\_\_\_ EMAIL \_\_\_\_\_

**ARE YOUR ORDERS SALES TAX EXEMPT?**

- NO** – Invoices will be charged appropriate state and local sales tax for the states Graphic Controls is registered in.
- YES** – Sales Tax Exemption Certificate Required (please attach). <http://www.graphiccontrols.com/NA/TaxForms.aspx>

**PURCHASING CONTACT: NAME** \_\_\_\_\_

PHONE # ( ) \_\_\_\_\_ FAX # ( ) \_\_\_\_\_ EMAIL \_\_\_\_\_

**ACCOUNTS PAYABLE CONTACT: NAME** \_\_\_\_\_

PHONE # ( ) \_\_\_\_\_ FAX # ( ) \_\_\_\_\_ EMAIL \_\_\_\_\_

**GENERAL INFORMATION:**

TYPE OF BUSINESS \_\_\_\_\_ OWNERSHIP: SOLE OWNER ( )

DATE ESTABLISHED \_\_\_\_\_ PARTNERSHIP ( )

ESTIMATED ANNUAL SALES \_\_\_\_\_ CORPORATION ( )

HAS THE FIRM OR ANY OF ITS PRINCIPALS EVER FILED BANKRUPTCY? \_\_\_\_\_

IF YES, EXPLAIN \_\_\_\_\_

**SHIPPING NAME AND ATTENTION** \_\_\_\_\_

**SHIPPING ADDRESS (Street)** \_\_\_\_\_

(City, State, Zip Code) \_\_\_\_\_

**TRADE REFERENCES (Name of suppliers of major products)**

	NAME	ADDRESS	PHONE #
1			
2			
3			

**BANK REFERENCES**

NAME and ADDRESS of BANK	PRIMARY CONTACT	PHONE #	ACCT #

## ACCOUNT TERMS

The Undersigned (the “Purchaser”) hereby agrees that all purchases shall be subject to terms and conditions as follows:

1. The Purchases shall comply with and satisfy all payment terms and conditions of Graphic Controls (hereinafter referred to as “Graphic Controls”). Graphic Controls credit terms are net twenty days from the date of the invoice. Statements shall be sent quarterly. It is the Purchaser’s responsibility to insure that the payment is received at the remittance center. From time to time, as determined in the sole discretion of Graphic Controls, in connection with the sale of goods and/or services to the Purchaser, Graphic Controls retains and reserves the right to amend these terms and conditions with or without notice to the Purchaser.
2. Checks in payment for goods that are not honored by the bank upon which drawn shall be subject to a minimum of a \$25.00 service charge payable to Graphic Controls.
3. The Purchaser shall promptly notify Graphic Controls of any change of ownership and/or billing information or if the Purchaser files for bankruptcy.
4. Payment for the goods shall be made by the Purchaser pursuant to Graphic Controls policies, terms and conditions regarding payment of invoices and shall be subject to the terms of such invoices from time to time in effect. If the Purchaser does not comply with Graphic Controls payment terms and inadvertently makes deductions from amounts due, Graphic Controls reserves the right to withhold payments otherwise due to the Purchaser as an offset against amounts not paid by the Purchaser.
5. If Purchaser’s account becomes past due, and Graphic Controls, a collection agency and/or an attorney seeks to collect such past due amounts, then in addition to the amount past due, Purchaser shall pay to Graphic Controls all collection costs, attorney’s fees, repossession fees, court costs, and any other fees incurred by Graphic Controls in order to recover past due amounts owed by the Purchaser together with the interest at the maximum allowed by law.
6. If Purchaser or any of its affiliates or subsidiaries, now or future, owns/operates in whole or in part additional locations which purchase Graphic Controls goods, then the Purchaser agrees to comply with all the terms and conditions of this credit application for each additional location.
7. Purchaser hereby authorizes the financial or banking institution identified in the credit application to release to Graphic Controls credit information relating to the accounts listed.
8. In the event that the credit application is executed by more than one person or entity, the term “Purchaser” shall be deemed to include all such persons and entities and their obligations and liabilities to Graphic Controls in connection with the goods shall be joint and several.
9. The extension by Graphic Controls of credit to the Purchaser and the amount, terms and conditions of such credit will be the sole, absolute and exclusive discretion of Graphic Controls. Graphic Controls reserves the right to terminate the extension of credit to the Purchaser at any time with or without notice and to change any of the terms upon notice to the Purchaser. Purchaser acknowledges that Graphic Controls will rely upon the representations made in the credit application for the purpose of extending credit to Purchaser.

The Purchaser hereby certifies that all information contained in the credit application is complete, accurate and truthful.

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Name of Purchaser – Please Print

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Signature and Title

Date