



9040 SW Burnham Street

Tigard, OR 97223

503.639.9835

503.639.7310 fax

bbprintsource.com

NEW CUSTOMER INFORMATION SHEET

Thank you for your interest in our company. Enclosed is an application for credit with B&B Print Source. Please complete and return **via FAX** to establish your account with us. You may provide a standard list of references if you have one in lieu of completing the application, however, the B&B Print Source credit application must have an authorized signature. If you do not return this form, all orders will be processed as COD.

Below is a list of other pertinent information you may need to know about our company. We are happy to have you as a customer. If at any time you have any questions, please feel free to contact your sales representative or anyone in our accounting department.

Credit: Jim Bailey (503) 639-9835

First Order Policy: All first orders are COD unless other arrangements have been made. If you wish us to drop ship to your customer, we will gladly do so upon receipt of your payment in advance.

Credit Application: We check credit through local references and Dun & Bradstreet. We require 3 business days to process an application. All applications must be signed.

Terms of Sale: Upon credit approval, our standard terms are net 30. If no credit application is turned in, assume terms will be COD.



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APPLICATION FOR CREDIT

B&B Sales Representative _____ Corporation
 Date _____ Phone No. _____ How long in Business? _____yr(s) _____mo(s) Partnership
 Owner

Name _____

Address _____

City _____ State _____ Zip _____

Credit References (Local firms with at least 1 year of experience)

Name	Street Address/City/State	Phone No.	Fax No.

Bank:

Name _____

Acct # _____

List Corporate Officers: Pres. _____ SS# _____
 Home Address _____
 V.Pres. _____ SS# _____
 Home Address _____

OR

List Owners: (1) Name _____ SS# _____
 Home Address _____
 (2) Name _____ SS# _____
 Home Address _____

The information contained herein is for the purpose of obtaining credit and is warranted to be true. I/we hereby authorize B&B Print Source to investigate the references listed above pertaining to my/our credit and financial responsibility.

 Signature

 Title

 Date

Signing below allows a personal credit report for the chief officer or business owner.

Personal Guarantee by:

 (Signature and SSN Required)

 (Signature only)