

Sterling-ES New Customer Form

BILL TO INFORMATION:

Company Name: _____

Federal ID Number: _____ Tax Exempt? Yes / No (if yes, submit tax exemption form)

Accounts Payable Contact Name: _____

Address: _____

City: State: Zip Code: _____

Contact Phone: _____ Contact Fax: _____

Contact Email: _____ Web Site: _____

SHIP TO INFORMATION (if different than above):

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Phone: _____ Contact Fax: _____

Contact Email: _____ Additional Info: _____

Please choose method for shipping payment:

PrePay and add or Ship Collect: Account # _____ Carrier _____

Please return fax to 540-375-0924 or email to Sales@Sterling-ES.com. Thank you for your business!

Sterling-ES New Customer Credit Information

Please note all accounts are **NET 30** from invoice date unless otherwise indicated.

For your convenience, Sterling-ES gladly accepts credit cards. If purchases to Sterling-ES are paid for with a credit card, please note payment is expected within 10 days of invoice. If credit card payments are made after 10 days, a 3% service charge may be assessed to cover fees. Sterling-ES reserves the rights to add late fees and collection fees to payments received after the approved upon terms.

BANKING INFORMATION:

Bank: _____ Contact: _____

Branch Address: _____ Phone Number: _____

Account(s) #: _____ Fax or email: _____

TAX INFORMATION:

D & B (DUNS) #: _____ Federal Tax ID: _____

Tax Exempt #: *Please attach copy of state tax exempt certificate. All invoices will be billed with tax unless a current exempt certificate is on file.*

TRADE REFERENCES (please provide three):

Business Name: _____ Type of business: _____

Phone Number: _____ Fax or Email: _____

Contact Name: _____ Length of business relationship: _____

Business Name: _____ Type of business: _____

Phone Number: _____ Fax or Email: _____

Contact Name: _____ Length of business relationship: _____

Business Name: _____ Type of business: _____

Phone Number: _____ Fax or Email: _____

Contact Name: _____ Length of business relationship: _____

There will be a \$35 charge for returned checks and EFT rejections. Wire transfers are an additional \$15.

A late payment charge of 1.5% (18% ARP) will be charged on all balances not paid within the defined terms. In the event Sterling-ES must pursue collection, the customer agrees to pay all costs including collection, legal and court fees.

Fax completed form to 540-375-0924 or email to Sales@Sterling-ES.com.