

Credit Application Form

Please fill out this application completely and return it to our accounts manager

Please Submit Application to:

Email:

Fax:

Phone:

General Business Information (Complete all fields.)

Legal Business Name

Company Name:
Company Phone:
Purchasing Contact:
Purchasing Contact Phone:
Email:
Fax:

Billing Information

(Complete all fields and provide at least one owner, partner or officer.)

Billing Address:		Shipping Address:	
City:		City:	
Province/State:		Province/State:	
Postal Code/Zip Code:		Postal Code/Zip Code:	

Accounting Information

(Complete all fields and provide at least one owner, partner or officer.)

Account Payable Manager:		Tax ID No./Federal ID No:	
Email:		Owner/Officers (1)	
Phone:		Owner/Officers Title (1)	
Purchasing Manager:		Owner/Officers (2):	
Year Co. Founded:		Owner/Officers Title (2)	

Banking Information

(Complete all fields and provide at least one owner, partner or officer.)

Bank Name:		Bank Branch:	
Address:		Account Number:	
City:		Phone:	
Province/State:		Amount of Credit Applied for:	\$
Postal Code/Zip Code:			

Trade References

(Complete all fields and provide at least one owner, partner or officer.)

Name (1):		Name (3):	
Email (1):		Email (3):	
Name (2):		Name (4):	
Email (2):		Email (4):	

Shipping Information

(Complete all fields and provide at least one owner, partner or officer.)

Preferred Courier:		Truck Courier:	
Do you wish a declared value on waybill"		Special Instructions:	

Signature

Date

Printed Name of Signer

Title

This application is submitted for the purpose of obtaining credit with Canadian Business Machines and is warranted to be true. By signing this application, the undersigned acknowledges that he/she is authorized to execute this application and to obligate the company to make payment in full for all amounts due according to invoice on or before the net due date. Additionally, the undersigned will be responsible for all collection costs and attorney fees, with or without lawsuit, in order to collect any delinquent moneys. The undersigned hereby authorizes Canadian Business Machines to make such inquiries (corporate/personal) as are necessary to obtain credit information and authorizes the bank(s) of record to release information regarding accounts.

Bank Credit Reference

To be filled by the customer

To be filled by the customer

Dear Bank Officer,

We are authorizing the bank to release information about our accounts, outstanding credit line, and payment history to Canadian Business Machines Ltd, to be used solely to establish an account and a credit line. This information is to be kept in strict confidence.

Date:
Signed:
Print Name:
Title:
Company:
Bank Name:
Bank Address:
Bank Acct. No.:
Bank Contact Name:
Bank Contact Email Address and Phone No.:
To be filled by the bank
Dear Sir/Madam,
The above customer is applying for a credit line with our company and has given your Bank as reference. Kindly provide us with the following information. Please email this form directly back to me at amanalo@cbmmetal.com. Should you have any questions please call me at telephone number (905) 878-0648 ext. 4220.
Date Account Opened:
Average Balance Maintained:
Operating Loans:
Current Balance:
NSF Cheques:
Overall Credit Rating:
Comments:

We assure you that this information will be kept strictly confidential. Your immediate reply will be very much appreciated.

Sincerely,

Anna Manalo

Accounts Receivable Specialist