

For more information regarding applications or accounts, please call or fax Credit Manager at:

697 GLEN ROAD
JAY, NY 12941
PHONE (518) 946-2110 x171
FAX (518) 946-2188



Quality, Service & Value

(For Office Use Only)

Account No. _____
Accepted App _____ Date _____
Account Code _____
Manager _____
Assigned Salesperson: _____

CREDIT APPLICATION FOR CONTRACTORS & COMMERCIAL ACCOUNTS

APPLICANTS NAME:

E-Mail Address _____

- E-Invoice
- E-Statement
- Power Pro

Full Legal Name of Company, Partnership or Individual _____

Business Mailing Address _____ City _____ State _____ Zip _____ County _____

Street Address (If Different) _____ City _____ State _____ Zip _____ County _____

Previous Address (If less than 2 years at Current Address) City _____ State _____ Zip _____ County _____

(____) _____ (____) _____ (____) _____
Business Phone No. Cell Phone Fax No.

Have you ever applied for credit with our company? _____ If so, when and what type of account? _____

BUSINESS INFORMATION:

Type of Organization: Proprietorship/DBA Corporation* Partnership* LLC/LLP*
(Please Check Box) Other _____ *Number of Members/list all below

Tax ID# _____

Length of Time in Business _____ State of Incorporation _____ Dunn and Bradstreet Number _____

Banking Info: Bank Name and Account No. _____ Driver's License No. _____

Previous Business Name & Address _____ Accounts Payable Contact _____

\$ _____
Amount of Credit Requested (Estimated Monthly Purchases)

BILLING REQUIREMENTS:

P.O. Required _____ Sales Tax Exemption _____
Certificate Must Be Attached

Authorized Purchasers _____

All persons listed above as authorized purchasers will be considered authorized purchasers until written notice is received by Ward Lumber's Accounts Receivable department that any given individual is no longer authorized. Applicant is responsible for all purchases made by authorized purchasers. In order to be added to applicant's credit application, the names of additional authorized purchasers must be submitted in writing to Ward Lumber's Accounts Receivable department under "applicant's signature".

INFORMATION ABOUT PRINCIPALS: (Proprietors, Partners, Officers) Attach add'l sheet if necessary.

Name Last, First MI _____	Home Address _____	Home Phone _____	D.O.B. _____	Social Security No. _____
Name Last, First MI _____	Home Address _____	Home Phone _____	D.O.B. _____	Social Security No. _____

CREDIT INFORMATION:

Commercial Trade References

1. _____	_____	_____	_____	_____
Account #	Name of Supplier	City and State	Phone Number	Fax Number
2. _____	_____	_____	_____	_____
Account #	Name of Supplier	City and State	Phone Number	Fax Number
3. _____	_____	_____	_____	_____
Account #	Name of Supplier	City and State	Phone Number	Fax Number
4. _____	_____	_____	_____	_____
Account #	Name of Supplier	City and State	Phone Number	Fax Number

OUR TERMS:

In consideration of Ward Lumber, Inc., and/or subsidiaries selling to me or to my agent(s), I (we) agree to the following terms:

- 1) To pay the monthly statement in full by the end of the month following the month of purchases.
- 2) In the event of default of foregoing paragraph (1), I (we) agree to pay a finance charge of 1 1/2% monthly on all unpaid past due balances.
- 3) In the event of non-payment, I (we) agree to pay all costs and expenses of collection, including attorney fees & continuing finance charges until payment is secured. In the event legal action is necessary the individual consents to the use of Town of Jay / and or Essex County being utilized for jurisdictional purposes.
- 4) When we receive payment for an account that has finance charges outstanding in the balance owed, the monies received will first be credited against that interest owed. The balance of the payment remaining will then be applied against the oldest outstanding invoice(s), unless otherwise specified to a specific job.
- 5) I (we) authorize the trade reference(s) stated above to disclose any credit reference information requested, as well as a credit bureau check to secure a line of credit.
- 6) I (we) understand Ward Lumber reserves the right to close such account if terms are not complied with or if the credit limit is exceeded at any time.

_____ **Applicant's Signature (Must be signed by Officer(s) of Corp.)** Title

Date _____

Personal Guaranty of Applicant's Payment

In consideration of the granting of credit by Ward Lumber Co., Inc., to the person, firm or company to whom credit was or is to be extended by the above application, the undersigned, jointly and severally, unconditionally guarantee payment for any and all purchases made previously, or to be made in the future, including a late fee of one and a half percent (1 1/2%) per month, computed from month to month on all amounts 30 days or more past due. In addition, I/we agree that if the account becomes delinquent and is placed in the hands of an attorney or collection agency for collection, I/we will pay all costs of collection, including any attorney's fees and accumulated finance charges, and waiver by you of any default or provision shall not be a waiver of any other or later default and this agreement shall be binding upon us until our debt to you is fully paid. The undersigned waives notice of acceptance of the guarantee and notices of any default and demand of every kind, nature and description, including notice of the accrual of any obligation or liability to any such person, firm or company or the undersigned. The undersigned waives any requirement that Ward Lumber Co., Inc. protect, secure, perfect or insure any security interest or lien or any property subject thereto or exhaust any right or take any action against the applicant(s) or any other person or entity or any collateral. This shall be a continuing guarantee and shall not be affected by any extension of time, payment modification or additions.

Date: _____

Guarantor (Signature): _____

Witness: _____

Co-Guarantor (Signature): _____

Witness: _____

Co-Guarantor (Signature): _____

Witness: _____

*****This form will be returned if it is not filled out completely.*****