

## APPLICATION TO SET UP ACCOUNT

**Company Name:** \_\_\_\_\_

**Primary Ship-To Address:**

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Company Phone Number \_\_\_\_\_ Company Fax Number \_\_\_\_\_ Company Email Address \_\_\_\_\_

**Federal Tax ID:** \_\_\_\_\_

Preferred Shipping Method:  UPS  FedEx  DHL  Other \_\_\_\_\_  
If "Other" chosen, please specify

Shipping Service Collect Number: \_\_\_\_\_

**Billing Address:**

\*If same as Primary Ship-To, check here:

Address Line 1 \_\_\_\_\_

Address Line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Company Phone Number \_\_\_\_\_ Company Fax Number \_\_\_\_\_ Company Email Address \_\_\_\_\_

**Primary Contact Information:**

**Contact Information for A/P:**

Name \_\_\_\_\_

Title / Position \_\_\_\_\_

Phone Number \_\_\_\_\_ Extension \_\_\_\_\_ Email Address \_\_\_\_\_

Name \_\_\_\_\_

Title / Position \_\_\_\_\_

Phone Number \_\_\_\_\_ Extension \_\_\_\_\_ Email Address \_\_\_\_\_

**Other Information:**

Special Marking or Shipping Instructions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If applicable, select one of the following:

Sole Proprietorship

Partnership

Corporation

Other If "Other" please specify: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signatures Authorized by Company:**

Signature	Name (PRINT)	Date
Signature	Name (PRINT)	Date