

HUMMEL'S **OP**office[®] plus

P: 315-866-3860 TOLL FREE: 1-800-765-4866
F: 315-866-4152 TOLL FREE: 1-800-673-3747

P.O. BOX 351
HERKIMER, NY 13350
NEW ACCOUNT APPLICATION

Registered Name: _____ Trading Name: _____

Statement/Invoice Address: _____

_____ Zip Code: _____

Accounts Payable Contact Name: _____

Phone: _____ Fax: _____ Email: _____

Are You Tax Exempt? Y or N *If yes, must provide certificate along with completed application; failure to do so will result in an incomplete application*

Prefer Invoices Emailed or Faxed versus Mail? Y or N

Email: _____ Fax: _____

Delivery Address: _____

Purchasing Contact Name: _____ Require Purchase Orders? Y or N

Phone: _____ Fax: _____ Email: _____

Business References (Must provide *at least* three with phone *and* fax numbers)

Company Name: _____ Company Name: _____

Account No.: _____ Account No.: _____

Phone No.: _____ Phone No.: _____

Fax No.: _____ Fax No.: _____

Company Name: _____ Company Name: _____

Account No.: _____ Account No.: _____

Phone No.: _____ Phone No.: _____

Fax No.: _____ Fax No.: _____

Invoices are due within 30 days from the invoice date, any account balance 30 days or older will be charged a finance charge of 2% per month, which is an annual percentage rate of 24%. A minimum \$1.00 is charged. Any account balance 90 days or older will be placed on COD until payment in FULL is received.

I, _____, AGREE TO THE TERMS AND CONDITIONS OF HUMMEL'S OFFICE PLUS AND THAT THE INFORMATION PROVIDED IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Internal Use:

Sales # _____ Contract _____ Catalog _____ Disc. _____