



50 Portland Road / P.O. Box 367  
 West Conshohocken, PA 19428  
 Phone (610) 828-5600 / Fax (610) 828-5610  
 EMAIL: credit@ussupply.com

Sales Rep: \_\_\_\_\_

**CREDIT APPLICATION**

**CORPORATE HEADQUARTERS**

Legal Business Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

DBA or Trading Name: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Type of Entity:  Corporation  Sole Proprietor/Individual  Partnership  LLC

**Owners (If Applicant is a sole proprietorship or partnership) / Officers (If a corporation) / Members (If an LLC)**

SSN #	Name	Home Address	Phone No.

U.S. Supply Company Inc and affiliates will obtain consumer reports for purpose of evaluating current and ongoing credit worthiness for all entities but corporations.

What date was your company incorporated? \_\_\_\_\_ Federal Tax ID: \_\_\_\_\_

In what state was your company incorporated? \_\_\_\_\_ # of Employees: \_\_\_\_\_

Has applicant or any of its owners, principals, partners or directors ever filed a voluntary petition in bankruptcy, been adjudged bankrupt or made an assignment for the benefit of creditors?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are there any past due taxes owed by the applicant to any taxing authority?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has a tax lien or civil suit been filed against applicant or any of its owners, principals, partners or directors within the past six (6) years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is applicant or any of its owners, principals, partners or directors a guarantor or endorser of debts or notes owed by others?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have any principals traded under another name?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If Yes, what was that name? \_\_\_\_\_

**BILLING INFORMATION**

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

A/P Contact's Name: \_\_\_\_\_ A/P Contact Phone: \_\_\_\_\_

A/P Contact's Email: \_\_\_\_\_ A/P Contact FAX: \_\_\_\_\_

Monthly Statement Required:  YES  NO Invoices Required:  YES  NO

If YES send by:  FAX  Email A/P Contact If YES send by:  FAX  Email A/P Contact

Are purchase orders issued?  YES  NO Are job names required?  YES  NO

**\*\*\*\*PLEASE ATTACH AN EXEMPTION CERTIFICATE FOR EACH STATE. TAX EXEMPT STATUS WILL NOT BE GRANTED WITHOUT A CERTIFICATE ON FILE IN OUR OFFICE\*\*\*\***

**SHIPPING INFORMATION**

SHIPPING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**AUTHORIZED BUYERS**

- We **DO** require only our designated Authorized Buyers to purchase on our account if opened with credit terms.
  - If approved for open credit terms, we understand that our Superuser Administrator will be responsible to maintain an updated listing of authorized buyers via the US Supply Virtual Counter (ussupply.com).

Your designated Superuser Administrator will be: (Please Print Name & Title)

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Email: \_\_\_\_\_

- We **DO NOT** require our designated Authorized Buyers to purchase on our account if opened with credit terms.
  - If approved for open credit terms, we will be fiscally liable for all purchases made through our open account.

**BANK INFORMATION**

Bank Name	Address (City, State, Zip)	Phone No.	Account No.

**CREDIT INFORMATION**

What is your primary business focus? \_\_\_\_\_

Please specify the credit limit you request? \$ \_\_\_\_\_ Company's Yearly Sales Volume: \$ \_\_\_\_\_

What are your total estimated monthly purchases? Plumbing \$ \_\_\_\_\_ HVAC \$ \_\_\_\_\_

What will be your estimated monthly US Supply purchases? Plumbing \$ \_\_\_\_\_ HVAC \$ \_\_\_\_\_

Have you done business with US Supply Company before?  Yes  No

**SUPPLIER REFERENCES:**

Name	Address (City, State, Zip)	Phone No.	Fax No.	Account No.

**LOAN INFORMATION:**

Loan Type (Installment or Commercial)	Date Opened:	Issue Amount	Terms:	Current Balance:

**PERSONAL GUARANTY**

For the consideration of U.S. Supply Company Inc and affiliates. (the Company), extending credit at the request of the undersigned to the Applicant entity applying for credit, the undersigned hereby personally guarantees to U.S. Supply Company Inc. and affiliates the payment of all obligations of the Applicant, and the undersigned hereby agrees to pay U.S. Supply Company Inc. and affiliates on demand, without offset, any sum which may become due to U.S. Supply Company Inc. and affiliates by the Applicant whenever the Applicant shall fail to pay the same, and further agrees to pay all costs of collection including a minimum 25% attorney’s fee. It is understood that this guaranty shall be a continuing and irrevocable guaranty and indemnity of all indebtedness of the applicant. The undersigned hereby agrees to the extent permitted by law, to waive the Homestead exemption, notice of acceptance hereof, notice of presentment, demand, nonpayment, dishonor and protest, and consents to waive notice of any modification, amendment or extension of the terms of the credit agreement hereby guaranteed. Guarantor may revoke this Personal Guaranty only by providing the Company’s Credit Manager written notice via certified mail of its intent to revoke. Revocation shall not relieve Guarantor of obligations incurred prior to documented receipt of such notice. Subsequent agreements and credit applications, increase in credit limits and indebtedness shall not serve to alter, supersede or otherwise modify Personal Guaranty which will remain in full force.

Print Guarantor (owner) Name	Signature	Social Security #	Date
Print Guarantor (spouse) Name	Signature	Social Security #	Date

**TERMS & CONDITIONS - This agreement may be delivered by electronic transmission or facsimile which shall be deemed to be an original.**

I certify that all information is true and submitted for obtaining credit. Once credit is extended, it is subject to revocation by the Company in the event any of the above information is found to be false (in which case the condition of the application changes), or the Applicant fails to comply with all credit terms extended. I/we, the Applicant agree to make payments on all due invoices within our terms of sale as specified, and in the event any invoices are past due, I/we agree to pay a 2% service charge per month on these invoices. Waiver of service charge for any one month shall not be deemed a waiver of future charges. In the event a check, ACH or credit card payment is returned, U. S. Supply Company Inc. will charge a return payment fee and I/we agree to pay such fee immediately along with replacement payment. All product returns are subject to inspection and approval by U. S. Supply Company Inc. and a restock fee will be applicable. In the event any purchases are not paid by the Applicant (corporation, company or individual listed above), I/we assume the obligation to pay all collection costs, attorneys’ fees and court costs in addition to all other charges and sums due. Applicant and U. S. Supply Company Inc. are parties to a written contract. Any dispute arising out of this Application shall be resolved by litigation or binding arbitration by an arbitration service selected by U. S. Supply Company Inc. I/we authorize and empower any bank, credit association or other financial institution, or individual organization with which I/we do business to give U. S. Supply Company Inc. all information requested by U. S. Supply Company Inc. which is or may be deemed by U. S. Supply Company Inc. to be relevant to my/our credit. I, the undersigned warrant that this Agreement has been carefully read and that I, the undersigned understand it completely and am an authorized signer for the Applicant. I/we will notify U. S. Supply Company Inc. immediately, in writing, if there are any changes in organization or any material changes in the facts listed above. Signature below indicates that all invoices will be paid according to terms specified in Welcome Letter and/or Addendum to this Agreement or future notification letter sent by USPS or via email to applicant customer.

I/we authorize all references to release credit information to U. S. Supply Company Inc. and its affiliates on an ongoing basis as U. S. Supply Company Inc. deems necessary to adjust the credit limit and terms from time to time. Increases or decreases in credit limit as determined by U.S. Supply Company Inc are acknowledged and automatically accepted by Applicant and all terms and conditions remain in force and applicable. \*\* Refer to ussupply.com website for full Terms & Conditions.

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_  
*authorized signature: Owner, Partner, Principal, or Corporate Officer required*

Due Authority. Each individual signing this Agreement on behalf of Applicant warrants and represents to US Supply Company, Inc. that he/she has the authority to execute this Agreement on such Applicant's behalf and to bind Applicant to the terms hereof.