

Core Building Materials of Albany, Inc

Store Location:

117 Karner Rd
Albany, NY 12205
518-456-1771 Fax: 518-456-0997

Corporate/Remit to Address:

P.O. Box 708
Vestal, NY 13851-0708
607-729-6233 Fax: 607-798-1410



CREDIT APPLICATION

The undersigned company is applying for credit, agrees to abide by the standard terms and conditions as stated on the reverse side of this application.

Date _____

Company name _____

Physical address _____

Mailing address _____

Phone _____ Fax _____

Federal tax ID or Social Security number _____

Type of business _____ Date established _____

Contact person _____

Types of products you will purchase _____

Amount of credit requested \$ _____

Are you a: Corporation Partnership Sole Proprietorship LLC

State of incorporation _____

Names, titles, and addresses of your corporate officers / partners / members

Have you ever had credit with us before? Yes No

If yes, under what name? _____

Are you sales tax exempt? Yes No If yes, certificate must be attached

Purchase order number(s) required? Yes No

Preferred method of invoicing? US Mail E-mail _____

(E-mail address)

(Note: Core Building Materials of Albany cannot be held responsible for wrong purchase order or job name submitted by Applicant's employees)

OVER TO COMPLETE →

SUPPLIER REFERENCES (PLEASE DO NOT SUBMIT CONTRACTORS AS REFERENCES)

Supplier #1

Name _____

Address _____

Phone _____

Fax _____

Supplier #2

Name _____

Address _____

Phone _____

Fax _____

Supplier #3

Name _____

Address _____

Phone _____

Fax _____

BANK REFERENCE

Name of bank _____

Address _____

Phone _____

Fax _____

Account # _____

Contact person _____

I represent that the above information is true and is given to induce to extend credit to the applicant. My company and I authorize to make such credit investigation as sees fit, including contacting the above trade references and banks and obtaining credit reports. My company and I authorize all trade references, banks, and credit reporting agencies to disclose any and all information concerning the financial and credit history of my company and myself.

GENERAL TERMS AND CONDITIONS

1. Payments to be made in US currency in the form of check or cash only.
2. A service charge of 1 ½ % per month will be added to all the amounts billed if not paid by the end of the month.
3. No additional credit will be extended to past due accounts unless satisfactory arrangements are made with our credit department.
4. If my account must be placed with any attorney for collection, I agree to pay all collection costs, including reasonable attorney's fees.

I have read the terms and conditions stated above and agree to all of these terms and conditions.

Authorized signature: _____

Printed name: _____

Date: _____

PERSONAL GUARANTEE

The undersigned person guarantees all obligations of the above applicant including interest, collection costs, and reasonable attorney's fees. This guarantee may be revoked by notifying Core Building Materials of Albany at its corporate office in writing, sending certified mail with return receipt.

Signature: _____

Printed name: _____

Date: _____

Other Locations:

Of Broome- 233 N. Jensen Rd Vestal, NY 13850 **Of Chemung-** 3269 S. Main St Horseheads, NY 14845