

credit application for invoice customer

- Customer will receive confirmation by email to verify their order and an invoice will be sent one business day after the order date.
- Please reference the invoice number on your payment; copies of invoices do not need to be submitted with payment.
- Terms are payment due 35 days from order date unless other term arrangements have been approved.
- Accounts with balances in excess of 60 days will be placed on credit hold; a credit card will be required to accept new orders
- Invoices over 60 days past due shall accrue interest at the lower of 1.5% per month or the highest rate permissible by law until paid in full.
- Applicant is responsible for informing Bakers' Best if any individual identified as an authorized account user ceases to have such authority.
- Bakers' Best is not responsible for applicant's internal accounting procedures.

account information

company name _____ contact _____

address _____ city _____ state _____ zip code _____

tel _____ email _____

billing address same as above

billing contact _____ email _____

address _____ city _____ state _____ zip code _____

business information:

type of ownership corporation partnership other _____ federal tax id number _____

nature of business _____ years in business _____

owner/principle name _____ tel _____

tax exempt? yes no If yes, a **ST2 certificate of exemption and ST5 sales tax exempt purchaser certificate** must be submitted.

payment terms requested _____ does company use purchase orders? _____ if yes, po number must be given when placing an order.

bank information

bank _____ contact _____ tel _____

trade references

1. company _____ contact _____ email _____ or tel _____

2. company _____ contact _____ email _____ or tel _____

2. company _____ contact _____ email _____ or tel _____

Completed application can be emailed to: **crusso@bakersbestcatering.com**
or mailed to: **Accounts Receivable • Bakers' Best • 150 Gould Street, Needham MA 02494**

I hereby certify that the information contained herein is complete and accurate. This information has been furnished with the understanding that it is to be used to determine the amount and conditions of the credit to be extended. Furthermore, I hereby authorize the financial institutions listed in this credit application to release necessary information to the company for which credit is being applied for in order to verify the information contained herein.

name (please print)

signature

date