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Credit Application

Our low cost structure is geared to payment by check or credit card at the time service is completed. We accept MasterCard, Visa, Amex, Optima, Discover, Diners Club, Carte Blanche, NYCE and Citibank ATM cards. We ask that you only apply for an account if you expect to use our services several times per month and plan to pay your bills promptly (our terms are Net 20 days). We depend on Dun & Bradstreet credit recommendations, if you are not listed by D&B we will not be able to extend credit. Thanks! Our Federal ID is 13-3417142.

Company Name _____

Billing Address _____

City, State, Zip _____

Corporation Partnership Government organization Non-profit organization

Federal ID# _____ fax # _____ main phone# _____

Computer contact _____ email _____ phone/ext _____

Accounts payable contact _____ email _____ phone/ext _____

We pay sales tax We are exempt from sales tax, exemption # _____

We will resell your repair services, resale certificate # _____

(attach exemption or resale certificate if it applies)

Tekserve should not perform any work without a written, signed purchase order

Tekserve should not perform any work without a verbal purchase order number

Tekserve is authorized to accept verbal orders from the following employees _____

Other special purchasing arrangements or requirements _____

Principal Bank _____ Acct # _____

Bank Address _____ City, State & Zip _____

Bank contact person _____ phone # _____

A credit card guarantee, while optional, will make it much easier for us to extend you credit and maintain our low cost structure. If Tekserve doesn't receive payment within terms, I/we authorize them to put the charges on my/our credit card # _____ Expiration date _____

Please list three trade references, at least one local:

| company | address | phone | acct# or other info |
|---------|---------|-------|---------------------|
| | | | |
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This letter authorizes the bank and vendors named above to release credit and payment info to Tekserve, and authorizes Tekserve to obtain credit & business information regarding us from credit reporting agencies and other suppliers. If the credit card guarantee is filled out above, this authorizes Tekserve to charge that card.

Signed _____ Title _____

Name (printed) _____ Date _____