

Make The Right Pass!



Customer Net-30 Credit Application

Instructions: Please complete pages 1 & 2 and read page 3. Sign and return to Esther@AdvancedRelay.com			
Company Name:			
Address	Number / Street:		
	City:		
	State:		
	Zip/Postal Code/ Country		
	Number of Years in Business		
Tax I.D. No.:	Amount of Credit Requested: \$		
Person Completing Application	Name & Title:		
	Phone:		
	E-mail:		
Accounts Payable Contact	Name:		
	Phone:		
	E-mail:		
Trade Reference Names		Trade Reference #1	Trade Reference #2
	Company Name:		
	Contact Name:		
	Phone:		
	E-mail:		

Signed: _____ **Date:** _____

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BANK INFORMATION RELEASE FORM

Please fill out the following information and sign below so we can process your application immediately. Thank you.

I hereby authorize the bank and contact listed below to release the requested information regarding the account(s) of:

Company Name: _____

Address: _____

Authorizing Officer's Signature: _____

Printed Name and Title: _____

Phone: _____ Date: _____

Account Number(s): _____

BANK INFORMATION	
Bank Name:	
Bank Contact Name:	
Contact Phone:	
Contact E-mail:	

QUESTIONS TO BE ANSWERED BY BANK

1. Does this company have an account in good standing? _____
2. How long have they had an account with your bank? _____
3. Our charges will be approximately \$_____. Does this company have funds to cover that amount at this time? _____

Thank you for your prompt assistance with this matter.

M a k e T h e R i g h t P a s s !



PLEASE READ

CUSTOMER PRE-ORDER INFORMATION

- 1) a. All quotations, orders and solicitations are not deemed acceptable until approved by Advanced Relay Corporation authorized management.
b. Advanced Relay is not responsible for delays due to common carrier.
c. For any refused shipment incurred, the customer will be held liable for all freight charges.
d. Any shortage must be reported within two days from the receiving date.
- 2) a. Invoices are due and payable to Advanced Relay Corporation in accordance with the terms stated on the invoice. An interest charge of 1.5% per month will be added to past due accounts.
b. Advanced Relay Corporation will charge \$25.00 for each returned check.
c. If collection or attorney fees are necessary the customer will be held liable for all charges.
d. All merchandise remains the property of Advanced Relay Corporation until the invoice is paid in full.
- 3) a. All returned merchandise must be accompanied by an RMA number on the outside of the box and a copy of the invoice.
b. The warranty does not cover accidental damage, misuse, misapplication or damage resulting from modification or service from any other than our technicians and programmers.
c. There is a two year warranty on all hardware parts; a 90 day warranty on all software.