

ALABASTER ELECTRIC SUPPLY

895 Highway 31 South

Alabaster, AL 35007

P: 205-663-1143

F: 205-663-1720

www.alabasterelectric.com



YOU ARE RECEIVING THIS PACKET BECAUSE YOU HAVE EXPRESSED AN INTEREST IN OPENING A CREDIT ACCOUNT WITH OUR COMPANY



Please provide...

- \* **3** Trade Reference Request Forms
- \* **1** Bank Reference Request Forms
- \* A copy of your sales tax exemption certificate / sales tax license
- \* A copy of the driver license of the person providing payment

It is important we receive the proper signature on these pages or the information we need to make our decision may not be released to us by those companies.

Once we receive the requested information, you will be notified that you have been approved so you can begin using your credit account. Keep in mind the payment terms of this account are NET 10<sup>th</sup> meaning anything you purchase within the calendar month will be billed for payment by the 10<sup>th</sup> of the next month. Balances remaining on the account after that date will be subject to late charges and additional fees.

We look forward to working with you to supply all your lighting and electrical needs.

Kindest Regards,

*BEC*

Brian E. Clark

Owner



## Alabaster Lighting & Electric, Inc. CREDIT APPLICATION FOR A BUSINESS ACCOUNT

### BUSINESS CONTACT INFORMATION

Contact name:		Title:	
Company name:			
Phone:	Fax:	E-mail:	
Billing address:			
City:		State:	ZIP Code:
Date business started:		FEIN / Taxpayer ID:	
Sole proprietorship:	Partnership:	Corporation:	Other:

### BUSINESS AND CREDIT INFORMATION

Physical address:			
City:		State:	ZIP Code:
How long at this address?			
Phone:	Fax:	E-mail:	
Bank name:			
Bank address:		Phone:	
City:		State:	ZIP Code:
Type of account: Savings / Checking / Other _____		Account number:	

### BUSINESS/TRADE REFERENCES

Company name:		Type of account:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	
Company name:		Type of account:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	
Company name:		Type of account:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	E-mail:	

### AGREEMENT

Applicant authorizes Alabaster Lighting & Electric, Inc. to obtain necessary credit information at any time from any source. Applicant warrants that all information appearing on this form is true and correct and agrees to notify Alabaster Lighting & Electric, Inc. in writing within ten (10) days of any business operation, financial condition, or controlling ownership change. Payment for all material purchased during the month becomes due on the 10<sup>th</sup> of the following month. An invoice is considered past due if not paid by the 10<sup>th</sup> of the month following purchase. Past due balances are subject to service charges at a rate of 1.5% per month. Applicant hereby agrees to be bound by the TERMS AND CONDITIONS OF SALE.

### INDIVIDUAL GUARANTY

The undersigned Guarantor(s) in order to induce Alabaster Lighting & Electric, Inc. to extend credit to Applicant herein, does hereby unconditionally personally guarantee all sums which may be owed by Applicant to Alabaster Lighting & Electric, Inc. whether said indebtedness is due now or hereafter incurred. This Guaranty is continuing and shall continue to apply to all indebtedness which Applicant may incur. Alabaster Lighting & Electric, Inc. may modify the indebtedness, accept or release collateral or release the Applicant without releasing the other Guarantor(s) and such release may be done without notice to the other Guarantor(s). The undersigned Guarantor(s) waive notice of execution of the Guaranty. Performance of this Guaranty shall be made in Shelby County, AL and the undersigned Guarantor(s) promises to pay the indebtedness and obligation incurred hereunder in Shelby County, AL. If it becomes necessary to enforce Guaranty by suit, Guarantor(s) agree(s) to pay Alabaster Lighting & Electric, Inc. interest and attorney's fees as allowed by law. In the event of suit, Guarantor(s) agree(s) to venue and jurisdiction in the District Circuit Court of Shelby County, AL at the sole option of Alabaster Lighting & Electric, Inc.

<p><b>SIGNATURE</b></p> <p>_____</p> <p>Date: _____ Title: _____</p>	<p><b>SIGNATURE</b></p> <p>_____</p> <p>Date: _____ Title: _____</p>
--	--

**ALABASTER ELECTRIC SUPPLY**

895 Highway 31 South

Alabaster, AL 35007

P: 205-663-1143

F: 205-663-1720

www.alabasterelectric.com



**TRADE CREDIT REFERENCE REQUEST**

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

Name on Account: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Agent Signature: \_\_\_\_\_

To: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

We are evaluating the credit worthiness of \_\_\_\_\_.

Please assist us in our evaluation by completing the following and returning it to us.

Date account was opened: \_\_\_\_\_

Current credit limit approved: \$ \_\_\_\_\_

Outstanding balance: \$ \_\_\_\_\_

Past due balance: \$ \_\_\_\_\_

What are the credit terms? Net \_\_\_\_\_

Does the customer pay within terms? Yes  No

Has the customer ever defaulted on payment? Yes  No

Is the customer eligible for future credit? Yes  No

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Printed Name

Your help in this matter is greatly appreciated. Please let us know if you have questions.

Credit Department

[dking@alabasterelectric.com](mailto:dking@alabasterelectric.com)

ALABASTER ELECTRIC SUPPLY  
895 Highway 31 South  
Alabaster, AL 35007  
P: 205-663-1143  
F: 205-663-1720



www.alabasterelectric.com

---

**BANK REFERENCE LETTER**

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

Please provide Alabaster Electric Supply the requested information on our account as indicated by our signature.

Name on Account: \_\_\_\_\_  
Address: \_\_\_\_\_  
City / State / Zip: \_\_\_\_\_  
Agent Signature: \_\_\_\_\_

---

Bank Name: \_\_\_\_\_  
ATTN: \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
City / State / Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

We certify that the named company/individual is a customer of our bank in good standing and has maintained a checking / savings account with us since \_\_\_\_\_.  
circle one

\_\_\_\_\_  
Bank Agent Signature

\_\_\_\_\_  
Printed name

---

Your help in this matter is greatly appreciated. If you have any questions please contact us.

Kindest Regards,

Credit Department  
[dking@alabasterelectric.com](mailto:dking@alabasterelectric.com)