

Accounting Options

Fax Statements - will fax your statement on the first business day of the month. You will no longer receive your statement in the mail.
Fax number: _____

Fax Invoices - will automatically fax your invoices when the transaction occurs.
Fax number: _____

E-Statements - will automatically e-mail your statements on the first business day of the month, instead of waiting for the mail. You will no longer receive your statement in the mail.
Statements can be emailed to as many e-mail addresses as you require. Please provide us with the email addresses you would like to receive statements.

E-Invoices - will automatically e-mail your invoices, when the transaction occurs.
Please provide us with the e-mail addresses you would like to receive invoices.

Account Access - You can also access all of your invoices, statements and shop our catalog online by going to our website and clicking on "Account Access". Please provide us with User Names and Passwords or contact Nora at 480-947-7281 for a demonstration.

www.paulsacehardware.com

	User Name	Password	Ordering Access?	Account Access?
1.			Yes No	Yes No
2.			Yes No	Yes No
3.			Yes No	Yes No

max 10 digits

I affirm that I am authorized to make the above changes for _____
Account Number Business Name

By _____ Title _____ Date _____