Your logo

Your company name
Address
Phone · Email for applications

Commercial Credit Application

Please complete every section. Incomplete applications may delay your account.

1. BUSINESS

LEGAL BUSINESS NAME

TRADE NAME (DBA)

FEDERAL EIN

YEARS IN BUSINESS

STATE OF ORGANIZATION

BUSINESS TYPE

☐ Corporation ☐ LLC ☐ Partnership ☐ Sole proprietor ☐ Other

BUSINESS ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

WEBSITE

ACCOUNTS PAYABLE CONTACT

EMAIL FOR INVOICES

2. PRINCIPAL

OWNER OR OFFICER NAME

TITLE

PHONE

EMAIL

3. CREDIT REQUEST

EXPECTED MONTHLY PURCHASES

CREDIT LINE REQUESTED

PURCHASE ORDERS REQUIRED ON INVOICES

☐ Yes ☐ No

TAX EXEMPT (ATTACH YOUR CERTIFICATE)

☐ Yes ☐ No

4. BANK REFERENCE

BANK

ACCOUNT OFFICER

PHONE

5. TRADE REFERENCES

Three suppliers who sell to you on credit terms today.

Reference 1

COMPANY _____ CONTACT NAME _____

PHONE _____ EMAIL _____ ACCOUNT OPEN SINCE _____

Reference 2

COMPANY _____ CONTACT NAME _____

PHONE _____ EMAIL _____ ACCOUNT OPEN SINCE _____

Reference 3

COMPANY _____ CONTACT NAME _____

PHONE _____ EMAIL _____ ACCOUNT OPEN SINCE _____

6. TERMS AND AUTHORIZATION

PAYMENT TERMS OFFERED _____

[Your terms of sale go here: payment due date, late charges, collection costs, and any other conditions. Have your attorney write or review this text.]

The applicant certifies that the information in this application is true and complete, and authorizes the company named above to contact the bank and trade references listed and to obtain credit reports to evaluate this application.

SIGNATURE _____ PRINTED NAME _____ TITLE _____ DATE _____

7. PERSONAL GUARANTEE (IF REQUIRED)

[Your personal guarantee text goes here. Have your attorney write or review it.]

GUARANTOR SIGNATURE _____ PRINTED NAME _____ DATE _____

FOR OFFICE USE

APPROVED BY _____ CREDIT LINE _____ TERMS _____ ACCOUNT NUMBER _____

Skip the paper

Send this application as a link instead. On valtisdesk.com the applicant applies and signs on their phone, each trade reference gets a one-tap form by email, and you get the signed file when the last one answers.