

**CUSTOM BUILDER  
SUPPLY COMPANY**  
4556 John Tyler Highway, P.O. Box 413  
Williamsburg, VA 23187

(757) 229-5150

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Fax: (757) 253-7568

Web: www.custombuildersupply.com

**APPLICATION FOR CONTRACTOR ACCOUNT**  
**GENERAL INFORMATION**

INDIVIDUAL NAME \_\_\_\_\_ SPOUSE NAME \_\_\_\_\_ DATE \_\_\_\_\_

BUSINESS/TRADE NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NO. \_\_\_\_\_ (OFFICE) CORPORATION  S.C.C. # \_\_\_\_\_  
\_\_\_\_\_ (MOBILE) PARTNERSHIP  HOW MANY PARTNERS? \_\_\_\_\_  
\_\_\_\_\_ (PAGER) INDIVIDUAL   
\_\_\_\_\_ (FAX) HOMEOWNER  NAME OF CONTRACTOR \_\_\_\_\_

IN BUSINESS SINCE \_\_\_\_\_ FED. I.D. # \_\_\_\_\_ CONTRACTOR LIC. # \_\_\_\_\_ CITY \_\_\_\_\_

TYPE OF BUSINESS:  NEW CONSTRUCTION \_\_\_ CONTRACT \_\_\_ SPEC. CREDIT AMOUNT REQUESTED \_\_\_\_\_  
 SUB-CONTRACTOR P.O. REQUIRED ?  YES VERBAL # ACCEPTABLE ?  YES  
 RE-MODELER  NO  NO  NO

HAVE YOU EVER FILED BANKRUPTCY?  YES  NO IF YES, WHEN? \_\_\_\_\_ WHERE? \_\_\_\_\_

TAX EXEMPT?  YES  NO : IF YES, TAX EXEMPT CERTIFICATE MUST BE ATTACHED.

OTHER BUSINESS/TRADE NAMES, IF ANY: \_\_\_\_\_

**COMPANY OFFICERS/ COMPANY OWNERS/ PARTNERS/ INDIVIDUALS**

NAME \_\_\_\_\_ S.S. \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME \_\_\_\_\_ S.S. \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME \_\_\_\_\_ S.S. \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME \_\_\_\_\_ S.S. \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

NAME \_\_\_\_\_ S.S. \_\_\_\_\_ TITLE \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**BANK INFORMATION**

NAME \_\_\_\_\_ BRANCH \_\_\_\_\_ CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

TYPE OF ACCOUNTS:  CHECKING: ACCOUNT # \_\_\_\_\_  CONSTRUCTION LOANS: ACCOUNT # \_\_\_\_\_  
 SAVINGS: ACCOUNT # \_\_\_\_\_  OPERATING LINE OF CREDIT

*Exclusively for the Quality Conscious Custom Builder & Remodeler*

**TRADE/CREDIT REFERENCES**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_ CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

**TERMS AND CONDITIONS**

1. MAJOR CORPORATE ACCOUNTS MUST BE GUARANTEED BY ONE OR MORE OFFICERS.
2. PERSONAL AND CLOSELY HELD CORPORATE ACCOUNTS MUST BE PERSONALLY GUARANTEED, BY SIGNING THIS APPLICATION. (SPOUSE MUST ALSO SIGN, IF MARRIED.)
3. PARTNERSHIPS MUST BE PERSONALLY GUARANTEED BY ONE OR MORE PARTNERS, BY SIGNING THIS APPLICATION. (SPOUSES MUST ALSO SIGN, IF MARRIED.)
4. INDIVIDUAL ACCOUNTS MUST BE GUARANTEED BY BOTH SPOUSES, BY SIGNING THIS APPLICATION, IF MARRIED.
5. OUR BILLING CUT-OFF WILL BE THE 28TH OF EACH MONTH. WE WILL ALLOW A 1% DISCOUNT (AGAINST PURCHASES, LESS SALES TAX) ON STATEMENTS PAID IN FULL BY THE 10TH OF THE MONTH FOLLOWING PURCHASES. STATEMENTS MUST BE PAID IN FULL BY THE 28TH OF EACH MONTH TO BE CONSIDERED CURRENT. ACCOUNTS NOT PAID BY THE 28TH OF THE MONTH FOLLOWING PURCHASES WILL BE ACCESSED A 2% MONTHLY FINANCE CHARGE (24% A.P.R.), AND PLACED ON "CREDIT HOLD" UNTIL PAST DUE BALANCES ARE PAID. NO SHIPMENTS WILL BE MADE TO AN ACCOUNT ON "CREDIT HOLD".
6. RETURNED GOODS MUST BE AUTHORIZED AND ARE SUBJECT TO HANDLING AND RESTOCKING CHARGES. SPECIAL ORDERED, NON-STOCK MATERIAL, MAY NOT BE RETURNED OR CANCELED ONCE IT IS IN PRODUCTION. ALL RETURNS FOR CREDIT MUST BE ACCOMPANIED BY A PURCHASE RECEIPT. WE WILL HOLD SPECIAL ORDERS AND SHOP ORDERS UP TO 30 DAYS PAST YOUR ORIGINAL "DATE WANTED", BUT THEN WILL BE BILLED TO YOUR ACCOUNT, SUBJECT TO THE ABOVE TERMS, WHETHER OR NOT MATERIALS HAVE BEEN DELIVERED.
7. PURCHASES AND/OR DELIVERIES ARE HEREWITH AUTHORIZED TO BE MADE WITHOUT SIGNATURE.
8. IT IS AGREED THAT VENUE IN ANY LEGAL ACTION SHALL BE IN WILLIAMSBURG, VIRGINIA.

IF THIS INSTRUMENT IS SIGNED BY MORE THAN ONE PARTY, EACH SHALL BE JOINTLY AND SEVERELY LIABLE HEREUNDER. THIS GUARANTEE SHALL BE DEEMED TO RENEW ITSELF EACH TIME A PURCHASE IS MADE.

WE CERTIFY THAT ALL INFORMATION ON THIS FORM IS CORRECT, AND THAT WE FULLY UNDERSTAND YOUR CREDIT TERMS AND AGREE TO THE PROPER PAYMENT IN CONSIDERATION OF EXTENDED CREDIT. BY SIGNING THIS APPLICATION WE ARE AUTHORIZING CUSTOM BUILDER SUPPLY COMPANY TO INVESTIGATE CREDIT APPLICANT AND GUARANTORS CREDIT RECORDS.

THE APPLICANT AND THE UNDERSIGNED AGREES TO THE ABOVE TERMS AND CONDITIONS AND FURTHER AGREES TO PAY 33-1/3% ATTORNEY AND COLLECTION FEES, IF INCURRED BY CUSTOM BUILDER SUPPLY COMPANY, INC. TO RETRIEVE ANY PAST DUE MONIES.

TYPE OR PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ S.S.# \_\_\_\_\_

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