



# APPLICATION FOR CREDIT

Today's Date (MM/DD/YYYY)

In order to better serve your account and eliminate unauthorized charges, we ask that you complete the forms below and return it with your credit application. Any future updates to your account can be emailed to: info@prime3.com

**ENTITY INFORMATION:**

Legal Business Name:		Trade Name:	
Address:		City/State/Zip:	
Billing Address (if different from above):		Cell:	
Federal Tax I.D. #:		Date Established (MM/DD/YYYY):	
Email:	Phone:	Fax #:	
Business Entity is a:		Contractor License No.	Year Issued:
Corporation <input type="checkbox"/> LLC State: <input type="checkbox"/> RMO Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> RME			

List Name(s) of Corporate Officer(s), Partner(s), or OWNER			We must have Social Security No. & Driver's License No. for identity and security purposes.	
Position	Name	Home Address/City/State/Zip	DL #	S.S. #

Years in Business:	Years at Present Location:	<input type="checkbox"/> Own	Average Monthly Sales:
		<input type="checkbox"/> Lease	
Average Number of Employees:		Anticipated Monthly Purchases from Prime Building Materials:	
Describe Your Product or Service:			
Credit Limit Requested:	Order Pending:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Do you always issue Purchase Orders? <input type="checkbox"/> Yes <input type="checkbox"/> No	How would you like your Invoices & Statements? <input type="checkbox"/> Emailed    Email Address: _____ <input type="checkbox"/> Mailed
Sales Tax Status: <input type="checkbox"/> Taxable <input type="checkbox"/> Tax Exempt	In order for us to sell you any merchandise on a tax exempt basis we must have a fully filled out and signed resale card as per state regulations.
Who is responsible for paying your bills? Name: _____ Phone: _____	How frequently would you like to receive invoices? <input type="checkbox"/> Daily <input type="checkbox"/> Weekly
If purchases are to be made by only authorized persons, please attach a list of these people with this application or indicate how we are to identify authorized use of this account.	
<b>Notwithstanding this document, if signed invoice(s) is/are not diputed after 30 days, the signer of the invoice(s) will be considered an additional authorized buyer.</b>	

**REFERENCES:**

Bank References		
Bank Name #1	Branch	Bank Officer
Address		
Phone	Account Type	Account Number
Bank Name #2	Branch	Bank Officer
Address		
Phone	Account Type	Account Number

Present or Previous Building Material Suppliers (Trade Credit References)				
Name	Address/City/State/Zip	Phone	Fax	Account #
1.				
2.				
3.				

**Employees Authorized to Sign On Your Account (Authorized Purchasers)**

Name	Position/Title	Phone	Email
1.			
2.			
3.			
4.			
5.			

# PERSONAL GUARANTEE

## PLEASE READ CAREFULLY AND MAKE A COPY FOR YOUR RECORDS

In consideration of the extension of credit to the above, named Customer, by Prime Building Materials, Inc, and as an inducement to extend such credit, the undersigned Guarantor(s) hereby unconditionally, personally, and jointly guarantee the full and prompt payment of all sums due and owing by the Customer, now or in the future, including but not limited to principal, finance charges, interest, legal fees, and collection costs.

This is a continuing guarantee and shall remain in effect unless revoked in writing by the Guarantor(s), delivered via certified mail to SCS. Such revocation shall not release the Guarantor(s) from liability for any debts incurred prior to SCS's receipt of such notice.

The undersigned waives notice of default, demand for payment, presentment, protest, notice of dishonor, and any other legal right which might otherwise limit the enforceability of this guarantee. The Guarantor(s) agree that Prime Building Materials, Inc may proceed directly against them without first pursuing collection from the Customer or any other party. This guarantee shall be binding upon the undersigned, their heirs, legal representatives, and assigns, and shall inure to the benefit of Prime Building Materials, Inc, its successors and assigns.

Last Name:	First Name:
Social Security Number:	Driver's License Number:

Home Address:
City/State/Zip:

Position/Title:
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Signature:	Today's Date (MM/DD/YYYY):
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# ACCOUNT AGREEMENT AND TERMS OF SALE

## PLEASE READ CAREFULLY AND MAKE A COPY FOR YOUR RECORDS

By signing this application, the undersigned applicant ("Customer") agrees to the following terms and conditions governing all purchases from Prime Building Materials, Inc:

**Payment Terms:** All invoices are **DUE AND PAYABLE AT Prime Building Materials** within **THIRTY (30) CALENDAR DAYS FROM THE INVOICE DATE ("Net 30")**. Invoices are considered **PAST DUE after 30 CALENDAR DAYS FROM THE INVOICE DATE. PAST DUE** balances are subject to a **LATE PAYMENT CHARGE of 1.5%** of the invoice total for each month thereafter as an adjustment in the price (18% APR), or the maximum allowed by law, whichever is less. Payment may be made by cash, check, electronic funds transfer, or credit card. When paying by credit card a surcharge will be assessed. These fees are used to cover charges accrued from financial institutions when processing credit card transactions. Prime Building Materials, Inc reviews the surcharge rate periodically to ensure it aligns with the fees being charged. See the Prime Building Materials, Inc credit department for current surcharge rates.

**IF PAYMENT IS NOT RECEIVED BY THE DUE DATE**, Prime Building Materials reserves the right to **suspend further deliveries or place the account on hold until the balance is paid**. The Customer agrees to pay all costs of collection, including reasonable attorney fees and court costs, incurred in recovering any past due amounts.

**Purchase Policy:** If the undersigned desires to specify specifically the names of all person allowed to pick up or purchase items on account, such as a list must be provided in writing to us, dated and signed by authorized representative. Such a list must include any and all special instructions regarding purchase limits, etc. If such a list is provided, Prime Building Materials will use its best efforts to determine the identity and authorization of persons purchasing on your account, but will not be responsible for unauthorized purchases.

Invoice disputes must be reported in writing within ten (10) days of receipt. Failure to notify Prime Building Materials, Inc of a dispute within this timeframe shall constitute acceptance of the charges.

**Restocking Policy:** Conditions and terms governing the return of restockable items are, in most cases, dictated by the manufacturers we represent.

A. Special or custom-made items are NOT returnable.

B. Material returned is subject to inspection and must be in like-new resalable condition in order for us to accept it.

C. A minimum 15% restocking charge will be imposed for handling. A higher restocking charge, plus freight, may be imposed if returned items must be retested or repacked prior to returning them to the manufacturer.

D. No material may be returned for credit without the authorization of management of Prime Building Materials.

**Preliminary Notices:** For our mutual protection, we will file California Preliminary Notices on ALL JOBS for which we supply over \$500.00 of material. Customer to provide necessary job information to file notices. This policy in no way reflects on your credit or the prime contractor.

**Security Interest:** Customer agrees that Prime Building Materials, Inc retains a purchase money security interest in all goods sold until full payment is received.

The undersigned certifies that the information provided in this application is accurate and authorizes Prime Building Materials, Inc to obtain credit reports or contact references as necessary.

This agreement shall be governed by the laws of the State of California, and all obligations hereunder are performable in Los Angeles County, California.

**Signature below indicates acceptance of these terms and authorization to open a credit account under the terms above.**

Last Name:	First Name:
Position/Title:	
Signature:	Today's Date (MM/DD/YYYY):