



61 Mattatuck Heights
Waterbury, CT 06705
sales@porterpreston.com
www.porterpreston.com
Toll Free Phone (866)-753-1113
Fax (203)-597-8828

Account Application:

company name

phone number

address

fax number

city, state, zip

email address

billing address (if different)

city, state, zip

Please check box if shipping address is residential

Type of business: () corporation () LLC () partnership () sole proprietorship

Officers or Partners:

name

title

sales tax exempt number _____

name

title

fed ID number _____

name

title

in business since _____

Bank information:

name of bank

address

city, state, zip

account number (s)

phone

fax

contact name

Estimate of monthly Porter Preston purchases: \$ _____

Payment method preferred*:

cod () prepay () credit card *cod/prepay only () open account ()

***Motorization projects may require a 50% deposit**

I prefer to receive invoices via:

Email () fax () U.S. Mail ()

Business Interest:

Shutters () Contract () Blinds/Shades () Drapery Hardware ()

Would you like to receive Drapery Hardware Automatic Updates*?

Yes () No ()

*cost may apply but will not exceed \$25.00 per update (shipping not included)

If seeking an open account please fill out the following

Trade references:

1) _____
name city, state, zip phone

_____ account number contact fax

2) _____
name city, state, zip phone

_____ account number contact fax

3) _____
name city, state, zip phone

_____ account number contact fax

If paying by credit card fill out this section: (credit card option available for Prepay or COD only)

MasterCard () or Visa ()

account number _____ exp date (mo/yr) _____ / _____

name on card _____ security code _____
(three digit # on the signature panel-back of card)

signed _____

The information furnished on this application is for the purpose of obtaining credit and I understand that this information will be relied upon for the extension of credit. I hereby certify that the information is true, correct and complete. Porter Preston, Inc. is authorized to investigate my company's credit and bank records and report to the proper persons and bureaus the performance of this agreement. If credit is granted, standard terms for invoices are net 30 days from the date of invoice. Interest will be charged on past due accounts at the rate of 1 1/2 % per month, such charge not to exceed the maximum allowed by state law. Upon default of the terms of this agreement, Porter Preston, Inc. may declare the existing balance due and payable and may also charge for reasonable attorney and collection fees. All resulting legal actions will be filed and settled in Connecticut courts. I (we) that any monies owed under this agreement are not transferable and in the event of change of ownership I (we) will notify Porter Preston, Inc. in writing thirty (30) days prior to any change of ownership, change in location or cessation of business activity. I (we) further agree that I (we) will be personally responsible for any money not paid by the applicant.

_____ company name

_____ date

_____ owner or officer

_____ title