



9850 N. 19TH DR. #7 PHOENIX, AZ 85021 PH: 602.283.0050 FAX: 602.216.0106 EMAIL: INFO@AZGLASSANDDOOR.COM

**CUSTOMER CREDIT APPLICATION - APT. / P.M.**

ATTN: COMPLETE FORM AND FAX BACK TO 602-216-0106 OR EMAIL : [info@azglassanddoor.com](mailto:info@azglassanddoor.com)

[ ] NET TERM - CREDIT AMOUNT DESIRED \$ \_\_\_\_\_ APPROVED CREDIT AMOUNT: \$ \_\_\_\_\_

**PROPERTY MANAGEMENT INFORMATION:**

COMPANY NAME: \_\_\_\_\_ YR. EST.: \_\_\_\_\_

[ ] PARTNERSHIP [ ] PROPRIETORSHIP [ ] CORPORATION - STATE OF INCORPORATION: \_\_\_\_\_ YR.: \_\_\_\_\_

D & B #: \_\_\_\_\_ FEDERAL ID #: \_\_\_\_\_ TAX EXEMPT #: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

CO. EMAIL: \_\_\_\_\_ CO. WEBSITE: \_\_\_\_\_

PRIMARY CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

PRIMARY EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

A/P CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

A/P EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

**APARTMENT / MULTI-FAMILY INFORMATION:**

PROPERTY NAME: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

CO. EMAIL: \_\_\_\_\_ CO. WEBSITE: \_\_\_\_\_

A/P CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

A/P EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

**CUSTOMER'S JOB REQUEST / APPROVAL PROCESS:**

1. ANY PARTICULAR PERSON OR DEPARTMENT AUTHORIZED TO REQUEST SERVICE?: [ ] NO [ ] YES:

NAME(S) / DEPT.(S): \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

2. CUSTOMER P.O. # REQUIRED?: [ ] NO [ ] YES: \_\_\_\_\_

3. CUSTOMER COMPLIANCE REQUIREMENTS?: [ ] NO [ ] YES; \_\_\_\_\_

4. PREAPPROVED AMOUNT \$ \_\_\_\_\_ (NTE - NOT TO EXCEED THIS AMOUNT, OTHERWISE QUOTE APPROVAL REQUIRED PRIOR TO MATERIAL ORDER AND/OR RENDER SERVICE.

5. BILL TO: [ ] APT. / MULTI-FAMILY LOCATION [ ] PROPERTY MANAGEMENT CO. [ ] OTHER: \_\_\_\_\_

6. CUSTOMER NOTES/ SPECIAL REQUEST:



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**PERSONAL INFORMATION ON OFFICERS, PARTNERS OR GUARANTORS (PLEASE PRINT):**

FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_  
SS #: \_\_\_\_\_ D.O.B: \_\_\_\_\_ [ ] MARRIED [ ] SINGLE  
HOME ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
DRIVER LICENSE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_ HM PHONE: \_\_\_\_\_  
SS #: \_\_\_\_\_ D.O.B: \_\_\_\_\_ [ ] MARRIED [ ] SINGLE  
HOME ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
DRIVER LICENSE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

**CREDIT REFERENCES (NO CREDIT CARD INFORMATION, PLEASE PRINT):**

SUPPLIER: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_ HOW LONG: \_\_\_\_\_  
CONTACT: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SUPPLIER: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_ HOW LONG: \_\_\_\_\_  
CONTACT: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SUPPLIER: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_ HOW LONG: \_\_\_\_\_  
CONTACT: \_\_\_\_\_ PHONE #: \_\_\_\_\_

**BANK REFERENCE(S):**

NAME OF BANK: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
CONTACT EMAIL: \_\_\_\_\_ FAX #: \_\_\_\_\_

NAME OF BANK: \_\_\_\_\_ ACCOUNT #: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
CONTACT EMAIL: \_\_\_\_\_ FAX #: \_\_\_\_\_



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**CREDIT CARD INFORMATION:**

AMERICAN EXPRESS  DISCOVER  MASTERCARD  VISA  
CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ CVV: \_\_\_\_\_  
NAME AS IT APPEARS ON THE CARD: \_\_\_\_\_  
BILLING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

AMERICAN EXPRESS  DISCOVER  MASTERCARD  VISA  
CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ CVV: \_\_\_\_\_  
NAME AS IT APPEARS ON THE CARD: \_\_\_\_\_  
BILLING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

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**CREDIT VERIFICATION / APPROVAL - Arizona Glass & Door Connection Use Only:**

**GTS CUSTOMER MAINTENANCE: [X] = ENTRY COMPLETE**

**CUSTOMER DATA:**  CO. NAME  SALES REP  CONTACTS  
 CUSTOMER I.D.: \_\_\_\_\_  DISCOUNT I.D.: \_\_\_\_\_  
 CUSTOMER TYPE: \_\_\_\_\_  TERRITORY: \_\_\_\_\_  
**ADDRESS:**  BILL TO:  SHIP TO:  PHONE  EMAIL  
**TAX:**  TAX EXEMPT #1  TAX EXEMPT #2  TAX EXEMPT FORM RECEIVED  
**ACCOUNTING:**  CREDIT HOLD  CHARGE INT.  OPEN ITEM ACCT  CASH ACCNT  
 EXT. ACCNT ID: \_\_\_\_\_  ACCOUNT SET CODE: \_\_\_\_\_  BILLING CYCLE  
 CREDIT LIMIT: \$ \_\_\_\_\_  TERM CODE: \_\_\_\_\_  
**MISCELLANEOUS:** SEND JOB BY:  EMAIL  FAX  PRINT  
 DISPLAY QUOTES AND WORK ORDER  DON'T PRINT PRICES IN LXMOBILE  
 CUST. NOTES: \_\_\_\_\_

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**QB CUSTOMER MAINTENANCE: [X] = ENTRY COMPLETE**

ADDRESS INFO  PAYMENT  SALES TAX  ADDITIONAL INFO  JOB INFO  
**CREDIT REFERENCE #1:**  EXCELLENT  GOOD  POOR  N/A  
**CREDIT REFERENCE #2:**  EXCELLENT  GOOD  POOR  N/A  
**CREDIT REFERENCE #3:**  EXCELLENT  GOOD  POOR  N/A  
**BANK REFERENCE #1:**  VERIFIED  N/A **BANK REFERENCE #2:**  VERIFIED  N/A  
**CREDIT CARD #1:**  VERIFIED  N/A **CREDIT CARD #2:**  VERIFIED  N/A



**The Undersigned Applicant(s) called "Customer" hereby acknowledges and agree to the following Terms and Conditions:**

1. All Job requests will be received by Customer via [ ] by phone [ ] by email [ ] by fax.
2. If the Job Scope exceeds the Customer's specified NTE amount, the customer is required to provide a written approval for the proposed work order. Written approval must be received by Customer, in order to proceed with work order. All approvals must be received via email or fax and are legally binding.
3. If the Job Scope exceeds more than \$1500.00, a 50% deposit may be required before materials and/or service can be rendered.
4. Any changes/cancellations made after Job/Service Order approval, will be subject to all incurred charges (\$120.00 min.), including any and all costs for fabrication, restocking fees, non-returnable items/materials, surcharges, any and all labor expensed towards the Job/Service Order.
5. Customer agrees to pay all invoice(s) when due. I (we) personally guarantee payment of all invoices unpaid to Arizona Glass & Door Connection.
6. Customer agrees to notify Arizona Glass & Door Connection credit department of any ownership, name or address changes.
7. Customer authorizes Arizona Glass & Door Connection to use credit card on file as a guarantee of payment for all materials and/or services rendered.
8. Customer accepts financial responsibility for all approved services rendered and agrees to all charges from Arizona Glass & Door Connection in accordance to all terms and conditions. In the event legal action and/or the placement of the account is assigned with a collection agent Arizona Glass & Door Connection will be entitled to recover from customer, it's assigns or successors in interest, the actual cost and expenses resulting from said actions including attorney's fees and collection costs. Customer agrees that the venues will be in Phoenix, Arizona for any lawsuit to enforce the terms of the agreement or to collect any amounts owed by customer to Arizona Glass & Door Connection. The parties agree that they will interpret this agreement and other agreement between the parties according to the laws of the State of Arizona.
9. Under penalty of perjury, Customer certifies and affirms the information on this form (Pg1-4) is true and correct.

Print Name	Customer Authorized Signature	Date
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Title	Company Name
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**INDIVIDUAL PERSONAL GUARANTEE**

**\*PLEASE NOTE: AUTHORIZED SIGNATURE MUST BE OFFICER OR OWNER OF THE COMPANY\* Under penalty of perjury, I certify or affirm the information on this form is true and correct as to every material matter.**

NOW, THEREFORE, in consideration of the good and valuable considerations contained in the foregoing Guaranty, I (insert name) \_\_\_\_\_, personally guarantee to Arizona Glass & Door Connection the prompt payments of all debts and amount now or hereafter due from (Company name) \_\_\_\_\_, called the "Company" to Arizona Glass & Door Connection, plus interest, late fees and legal fees to collect a debt on amounts now or hereafter part due, as well as the performance and observance by the "Company" of the terms, conditions, covenants, stipulations and agreements by the "Company" contained in any invoice, instruments of security, or other documents, including any extensions, modifications, renewals or amendments of any of the foregoing. I understand that by executing this Guaranty, I am personally liable for the debt and obligations of the "Company" and that I am doing so in my personal and individual capacity and not within my capacity as an officer, agent, or principal for the "Company". I authorize Arizona Glass & Door Connection to order a consumer credit report, and any financial, mortgage, loan &/or reference information needed to qualify this application .

Print Name	Customer Authorized Signature	Date
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