

ACME PRINTING

Dear Customer,

Thank you for the opportunity to do business with you. We have multiple payment pathways that make it easy to do business with us.

1. First-time local customers are allowed to order with only a 50% deposit, while first-time national, out-of-town, and international customers need to pay cash in advance (CIA) of printing, using one of these easy payment options.

2. Our payment options are as follows:

A. Payment by cashier's check: Mail to P.O. Box 77, Boulder City, AZ 45904

B. Payment by wire transfer: Please contact our credit department for instructions.

C. Credit card: We accept Visa, MasterCard, Discover, and PayPal.
The net amount will be charged prior to shipping.

D. Payment by Automated Clearing House (ACH): We are able to perform a direct withdrawal from your bank account. It works like a wire transfer without the costly fees. Perfect for those who like an alternative to 'overnight checks' because you avoid the UPS/FedEx charges.

E. Open accounts: We do provide open accounts, where we will send you a monthly statement. Payment is due on the 10th of the month. Pre-approval is required (see next paragraph).

The next page is our online application for credit. Please complete this form on your computer, and then print it out and have it authorized with the signature of the person responsible for payment. When this is complete, please fax it to 123.123.1234.

The credit approval process may take up to 30 days.

Postage is not eligible for payment by credit card or open accounts.

Postage must be paid in full before your printed project is delivered to the post office.

Sincerely

Joe T. Printer
Owner



Online Credit Application

Legal Business Name: _____ Phone: _____

Doing Business As (DBA): _____ Fax: _____

Street Address: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Year Business Established: _____ Name of Parent Company: _____

Your Name: _____ Phone: _____ Email: _____

Owner/Principal's Name: _____ Home Phone: _____ Ownership: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Owner/Principal's Email Address: _____

Trade References:

Business Name: _____ A/R Contact: _____ Phone: _____ Fax: _____ City/State: _____

_____ / _____

_____ / _____

_____ / _____

_____ / _____

Business Bank: _____ City: _____ State: _____

Contact: _____ Phone: _____ Checking Acct #: _____

When/if credit terms are established, I/we agree to pay for my/our purchases according to the agreed upon terms payable from the invoice date. If the account becomes delinquent, I/we agree to pay the delinquent service charge of 1.5% per month (18% APR), and any collection, court expenses, and/or attorney fees deemed necessary by you to collect the debt.

The above information is for the purpose of obtaining credit, and I/we promise the statements to be true. I/We hereby authorize Acme Printing, LLC to investigate the references listed pertaining to my/our credit and financial responsibility and if necessary review a copy of my/our business and personal credit report. The approval process may take up to 30 days.

Printed Name _____ Authorized Signature _____ Title _____ Date _____

Printed Name _____ Authorized Signature _____ Title _____ Date _____

Please fax the completed form to Acme Printing, LLC at 123.123.1234. Thank you very much.

OFFICE USE ONLY
Terms: _____ Credit Limit: _____ Authorized By: _____