

**ANDY'S TIRE SERVICE**  
6703 Smallwood Dr. Arlington, TX 796001  
817/265-7841 fax 817/472-8818

As our letterhead indicates, we are in the tire business. Sometimes though, we find ourselves more and more concerned with decisions pertaining to the banking business. Specifically, charge accounts.

Charge accounts are wonderful arrangements. They can reduce accounting and banking transactions. They can literally be free operating capital. They can also be the kiss of death for small companies if not received when due.

Therefore, the following selections are important. **We expect payment in accordance with the credit terms you select.**

- OPEN ITEM METHOD** Individual invoices are due 30 days from the invoice date. (January 10 invoice due February 10)
  
- BALANCE FORWARD METHOD** All charges in a calendar month are due the 15th of the following month. (January invoices are due February 15th.)

~~~~~  
Carefully consider the following selections. If you indicate that a signature and/or purchase order is required, we will not perform any service unless there is someone present at the job site to sign our invoice and/or a purchase order has been issued. Check Yes or No to each requirement.

PURCHASE ORDER NUMBER REQUIRED      \_\_\_\_\_ YES      \_\_\_\_\_ NO  
SIGNATURE REQUIRED                              \_\_\_\_\_ YES      \_\_\_\_\_ NO

~~~~~  
**I am authorized to execute this form and certify that all information provided is true and correct. As a condition of credit extension, an expressed mechanic's lien is acknowledged on repaired vehicles and equipment to secure the amount of repairs thereto. Title to parts and material remains with ANDY'S TIRE SERVICE until paid in full.**

Company Name	Signed
Address	Title
City, State, Zip	Date

-----  
**DO NOT WRITE IN THIS SPACE**

Checked by \_\_\_\_\_ Date \_\_\_\_\_

Results \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by \_\_\_\_\_ Declined by \_\_\_\_\_

**COMPLETE IN FULL TO AVOID ANY DELAY IN PROCESSING**

Exact Legal Name \_\_\_\_\_

Home Address if Individual \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number ( ) \_\_\_\_\_ FAX Number ( ) \_\_\_\_\_

Officer Name \_\_\_\_\_ Title \_\_\_\_\_

Officer Name \_\_\_\_\_ Title \_\_\_\_\_

Accounts Payable Name \_\_\_\_\_

Accounts Payable Phone ( ) \_\_\_\_\_ Ext \_\_\_\_\_ FAX ( ) \_\_\_\_\_

Business Style (Individual, Partnership, Corporation, etc.) \_\_\_\_\_

Years in Business \_\_\_\_\_ Year Incorporated \_\_\_\_\_ State of Incorporation \_\_\_\_\_

Are you Sales and/or Use Tax exempt? \_\_\_\_\_ YES \_\_\_\_\_ NO

**REFERENCES**

~~~~~

| Name                             | Address | Phone |
|----------------------------------|---------|-------|
| Current or Previous Tire Service |         |       |
|                                  |         |       |
|                                  |         |       |
|                                  |         |       |
|                                  |         |       |

Bank \_\_\_\_\_ Address \_\_\_\_\_

Officer \_\_\_\_\_ Phone \_\_\_\_\_