



(714) 540-7117
FAX (714) 957-6094
 3400 W. Warner Ave - Suite G
 Santa Ana, CA 92704

Credit Application

Thank you for your interest in opening an account with BUILDERS FINISH SUPPLY. We welcome the opportunity to assist you. Open accounts operate in the following manner.

After we obtain a completed and signed application, we check credit references and determine if we are able to open an account. Assuming we can open the account, we determine a credit limit and notify the applicant in writing, usually within two weeks of the date of application.

Once the account is open, the account holder may purchase items from inventory on open account. We require a signature for the purchase of any item on credit. A copy of the sales transaction is issued at the time of purchase


A statement is issued on the first working day of each month detailing all unpaid transactions. The statement is a summary of all outstanding balances. It is your responsibility to keep individual receipts, unless otherwise arranged. Payment is due by the tenth of the month, for merchandise charged during the previous month. If the account is unpaid by the twentieth of the month, the account is placed on hold, until all outstanding balances are paid. As a small business, we do not have the financial recourses to carry unpaid balances past the due date.

Open accounts are intended to facilitate the purchase of stock items from inventory. Special orders for non-stocking items require deposits at time of order, and final payment is due at either time of receipt by us of special ordered material, or at the time of delivery. We are unable to carry balances for special orders on account.

If you wish your account restricted to use by certain individuals at your company, please advise us at the time you place an application.

We are unable to maintain an open account unless the amount charged is at least five hundred dollars per year, or an account upon which there has not been a charge for twenty-four months. We may, from time to time, request an updated application, or additional information, or financial statements upon your business.

We sincerely appreciate your interest in opening an account, and we look forward to a long and mutually profitable relationship.

 BUILDERS FINISH SUPPLY 3400 W. Warner Ave - Suite G Santa Ana, CA 92704		Credit Application (714) 540-7117 Fax (714) 957-6094	
Company or Individual Name		Federal Tax ID	Fax
Address		City and Zip	Phone (s)
Billing Address (if different from above)		City and Zip	Phone
Business is a <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership		Contractor License Number	Year Issued

Names of Corporate Officers				
Position	Name	Home Address With City and Zip	Social Sec #	DL#
Years in Business	Years at Current Location	<input type="checkbox"/> Own <input type="checkbox"/> Lease	Your Type of Business	Average Number of Employees

Bank References			
Bank name	Branch and City	Phone	Acct. Number

3 or More Trade References		
Name	Address/ City, State, Zip	Phone

Do You Use Purchase Orders	Sales Tax Status	<input type="checkbox"/> Taxable <input type="checkbox"/> Non-taxable	If your account is non-taxable, we must have a resale card on file, updated annually
How timely do you pay your bills? <input type="checkbox"/> Per Terms <input type="checkbox"/> 30 Days <input type="checkbox"/> Other		Who is responsible for paying your bills?	
How should we control the authorized use of your account? (list of authorized people, Purchase Orders etc.)			
Credit Limit Desired (Credit limits in excess of \$4000 require accompanying financial statements)			
BFS Office Use			

CREDIT TERMS - Please Read Carefully and Retain a Copy

The undersigned hereby applies to Builders Finish Supply for credit. It is understood that the undersigned specifically consents to Builders Finish Supply investigating the applicant's credit history and using outside credit reporting services to obtain information supporting any statements made in this application.

If credit is extended, the undersigned understands that all invoices are due and payable on the tenth of the month following the purchase, and overdue on the eleventh day of the month following the purchase. A monthly statement will be sent detailing the prior month's purchases, if any. Past due invoices may be subject to service charges computed on the value of all past due invoices. If payment has not been received by the twentieth day of any month following a month in which charges have been made, the account will be placed on hold.

The undersigned agrees to pay for all purchases according to the terms contained herein. No terms or conditions of purchase different from the terms contained herein will become part of any sales agreement between the undersigned and Builders Finish. This document and/or the terms of sale printed on each Builders Finish sales receipt shall form the only terms affecting transactions between the undersigned and Builders Finish.

The undersigned agrees to abide by credit limits established by Builders Finish, and understands that if the account falls late more than twice per calendar year, the account is subject to closure, and that all outstanding balances are immediately due and payable. **The undersigned understands that material special ordered for the undersigned will be invoiced to the account at the time it is received by the Builders Finish Supply. Open accounts are intended to facilitate the purchase of items from our stock inventory, or for special orders of incidental purchases. Material which is special ordered, such as doors and windows, may not be charged on open account, and generally requires a deposit to begin the order, and final payment when the merchandise is either received by Builders Finish, or when the material is transferred to the customer.**

Upon a change in principals, or of legal identity, or change of address, the undersigned will furnish written notice, 15 days prior to the change, to the credit department of Builders Finish. Should legal proceedings become necessary to collect overdue balances owed to Builders Finish by the undersigned, the undersigned agrees to pay all actual costs of collection and attorneys' fees and interest on past due amounts at the highest legal rate.

EXECUTED AT: _____ DATE: _____

_____ President or Vice-President	Two Signatures Required	_____ Owner/ Partner
_____ Corporate Officer		_____ Owner/ Partner

CONTINUING PERSONAL GUARANTEE

The undersigned, jointly and severally, in consideration of credit being granted by BUILDERS FINISH SUPPLY, do hereby unconditionally guarantee and promise to pay all obligations to BUILDERS FINISH SUPPLY in a timely manner, as set forth by the terms herein, including all service charges and collection fees and attorneys fees incurred by BUILDERS FINISH SUPPLY in the recovery of overdue balances. The applicant hereby waives any remedy whatsoever in defense of BUILDERS FINISH SUPPLY collecting overdue balances, and further waives all demands for performance, notices of non-performance, and the incurrence or modification of existing or additional indebtedness, as it might preclude the immediate retirement and payment of any outstanding balance owed to BUILDERS FINISH SUPPLY. No delay or postponement of collection by BUILDERS FINISH SUPPLY shall in any manner affect or modify the liability of the undersigned

EXECUTED AT: _____ DATE: _____

_____ Guarantor	_____ Guarantor
--------------------	--------------------