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Email completed form to: info@level4designs.com

New Account Set-Up Form

Date: _____

Sales Rep Name/Territory: _____

Complete Account Billing Address:

Account Phone # _____ Account Fax# _____

Account Contact Person:

Account Email Address: (please note an email address must be provided since all sales orders, correspondence and invoices are sent via email)

Standard Discount: _____

Is account Tax Exempt: Yes No

If account is Tax Exempt, a copy of the tax/resale certificate must accompany form/new order

Approved by (Sales Representative):

Notes:

