

# United Electric Supply

## CREDIT APPLICATION

Account \_\_\_\_\_  
 Approval \_\_\_\_\_  
 Limit \_\_\_\_\_  
 Sales # \_\_\_\_\_  
 Cust # \_\_\_\_\_

### MAIL TO:

**UNITED ELECTRIC SUPPLY, P.O. BOX 10287, WILMINGTON, DE 19850**  
**ATTN: CREDIT DEPARTMENT**

FEDERAL I.D. # 51-0102767

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Shipping Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Nature of Business \_\_\_\_\_ Telephone ( ) \_\_\_\_\_ No. Years in business \_\_\_\_\_

Fax Number ( ) \_\_\_\_\_ E-mail \_\_\_\_\_

Full Name of Officers of Corporation and Titles (Please list full names and addresses of owners if individual or partners)

\_\_\_\_\_ Please Check One - Corporation \_\_\_\_\_ Individual \_\_\_\_\_ Partnership \_\_\_\_\_

\_\_\_\_\_ Federal Tax Number (for Corporation)

\_\_\_\_\_ Social Security Number (for individual & partners)

Are Purchase Orders required \_\_\_\_\_ Sales Tax Status: \_\_\_\_\_ Taxable \_\_\_\_\_ Exempt (if exempt, attach exemption certificate)

(For Contractors) License Number \_\_\_\_\_ State Licensed \_\_\_\_\_

(For Contractors) Principal Bonding Company \_\_\_\_\_

Complete Address \_\_\_\_\_

Sr. Purchasing Agent \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Trade Reference (Please include complete mailing addresses, Phone and Fax Numbers) Phone Fax

\_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

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

Account Number \_\_\_\_\_ Bank Officer in Charge of Account \_\_\_\_\_ Phone ( ) \_\_\_\_\_

**Payment Terms:** Service Charge up to 2% will be assessed on overdue balances. Accounts exceeding the 30 day period will be subject to restricted credit. Payment records dictate the acceptable limits of credit. Unauthorized deductions or discounts will be considered overdue and billed back on account. PROVIDED, however, and it is hereby expressly agreed that if any action, suit, matter or proceeding be brought for the collection of this account, and if the plaintiff or lien holder in said action, suit or proceeding shall recover judgement in any sum, such plaintiff or lien holder shall also recover as reasonable counsel fees 25% of the amount decreed for principal and interest.

Annual Sales Volume \$ \_\_\_\_\_ Credit Limit Requested \$ \_\_\_\_\_ Estimated Monthly Purchases \$ \_\_\_\_\_

Special Billing Requirements \_\_\_\_\_

As evidenced by my signature below the information in this application is true and factual and provided to United Electric for the purpose of the extension of credit. Permission is granted to contact references or any other sources to obtain credit information. We agree to make payments in accordance with invoice terms and to pay monthly service charges when added on overdue balances. The undersigned warrants that the individual executing this application is authorized to do so and to bind the applicant to the liabilities and obligations set forth.

✚ Company Name \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

✚ Signature \_\_\_\_\_ Title \_\_\_\_\_

# Required

# PERSONAL GUARANTEE

In consideration of United Electric Supply Co , Inc , hereinafter referred to as United, extending credit to

hereinafter referred to as debtor, for goods that have been or may be sold to debtor from time to time by United upon consideration of the present forbearance by United on any existing indebtedness (which forbearance United can terminate at any time by notice to debtor) and of the continued extension of credit to debtor, we jointly and severally agree as follows:

Upon demand, we will immediately pay to United or assigns, any sum due by debtor to United and unpaid after the due date thereof

It is understood that United may, without consulting or notifying us:

Extend the due date of any indebtedness, or any part thereof owed to it by debtor.

Accept any promissory note or other evidence of indebtedness from debtor, and renew or extend any such note or other evidence of indebtedness

Accept collateral in any form for any such indebtedness

Assign this guarantee in whole or in part in conjunction with the sale, assignment or transfer, in whole or in part, of the indebtedness herein guaranteed, in which event the assignee, transferee or holder of the indebtedness shall have the right to enforce this guarantee, by suit or otherwise for his/its benefit as fully as if this guarantee specifically names such assignee, transferee or holder, but United shall have an unimpaired right to enforce this guarantee for its benefit as to any part of the indebtedness herein guaranteed which it does not sell, assign or transfer.

Any such action on the part of United shall not relieve us of our obligation under this guarantee.

It is further understood that we shall become liable to United or assigns under this guarantee upon receipt of the guarantee by United and that United shall not be obligated to notify us that it has accepted this guarantee We also waive presentment, protest and notice of non payment of any note or other evidence of indebtedness accepted by United from debtor.

We reserve the right to terminate this agreement sixty (60) days after our communication of written notice of our intention to do so to United and any assignee of any indebtedness covered by this agreement of which we have notice. Sixty (60) days after such communication, the total of our liability shall be limited to the amount of debtor's indebtedness to United at the time of the expiration of such period. **The undersigned personal guarantor, recognizing that his or her individual credit history may be a necessary factor in the evaluation of this personal guarantee, hereby consents to and authorizes the use of a consumer credit report on the undersigned, by the above named business credit grantor, from time to time as may be needed, in the credit evaluation process.**

\_\_\_\_\_  
Soc Sec No. \_\_\_\_\_ Husband Signature \_\_\_\_\_

\_\_\_\_\_  
Printed \_\_\_\_\_

\_\_\_\_\_  
Soc Sec No. \_\_\_\_\_ Wife Signature \_\_\_\_\_

\_\_\_\_\_  
Printed \_\_\_\_\_

\_\_\_\_\_  
Soc Sec No. \_\_\_\_\_ Husband Signature \_\_\_\_\_

\_\_\_\_\_  
Printed \_\_\_\_\_

\_\_\_\_\_  
Soc Sec No. \_\_\_\_\_ Wife Signature \_\_\_\_\_

\_\_\_\_\_  
Printed \_\_\_\_\_

I hereby certify under my official seal that I am authorized as a Notary Public to administer oaths under the laws of the state of \_\_\_\_\_ and that the foregoing was subscribed and sworn to before me on the day and year first above stated.

\_\_\_\_\_  
NOTARY PUBLIC

County of \_\_\_\_\_ State of \_\_\_\_\_

SEAL HERE

## Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <b>United Electric Supply Company, Inc.</b>	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____  <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
Address (number, street, and apt or suite no.) <b>P. O. Box 10287</b>		Requester's name and address (optional)
City, state, and ZIP code <b>Wilmington, DE 19850-0287</b>		
List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									
5	1	-	0	1	0	2	7	6	7

### Part II Certification

Under penalties of perjury, I certify that:

- 1 The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- 2 I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- 3 I am a U.S. citizen or other U.S. person (defined below)

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Steven R. Graham</i>	Date ▶ <i>9/17/11</i>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

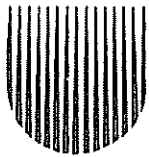
- 1 Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- 2 Certify that you are not subject to backup withholding, or
- 3 Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

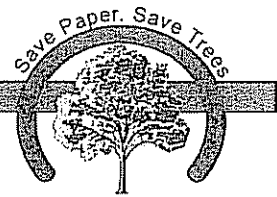
- An individual who is a U.S. citizen or U.S. resident alien.
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7)

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



**United Electric Supply**

*Save Time... Save Money... Go Green!*



## **Electronic Invoicing**

At United Electric, our goal is to make it easy for you to do business with us.

### ***Including managing invoices!***

We encourage you to take advantage of our FREE electronic invoice delivery service; a better way for you to get your invoices and statements while helping the environment.

### ***Electronic Invoicing Benefits:***

- Receive statements and invoices faster
- Earlier receipt will help you meet your billing deadlines and get paid sooner
- Import data directly into your accounting system
- Easy access to your bills anytime/anywhere
- Eliminate stacks of paper and envelopes
- Go Green!

### ***Choose Your Delivery Method:***

#### **1. Email**

Receive one email per day that includes a PDF attachment of your statements and/or invoices from the prior day. You may also choose to receive a downloadable file that will allow you to easily import your data directly into your accounting system, such as "Quick Books" or "Excel".

#### **2. Fax**

Receive one fax per day that includes all of your statements and/or invoices from the prior day.

Statements and invoices delivered by Email or Fax look identical to our paper statements and invoices. If you have further questions regarding this program, please contact our Billing department at 302-322-3333.

### ***How to Sign Up:***

Please email us at **billing@unitedelectric.com** or fax this form to **302-324-3330** and provide us with the following information:

Customer Name: \_\_\_\_\_

Account Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Which delivery method is preferred?

e-mail (address): \_\_\_\_\_

Fax (number): \_\_\_\_\_



## **ATTENTION ACCOUNTS PAYABLE MANAGER**

### **\*\*\*\*REMIT-TO ADDRESS\*\*\*\***

In an effort to streamline and continually improve our operation, we are asking that your company use our following lockbox address for payments. This process helps us contain our operating costs and also provides an added level of security to the payment process. Your cooperation would be greatly appreciated.

Please send all payments to:  
United Electric Supply Company, Inc.  
P. O. Box 8500-6340  
Philadelphia, PA 19178-6340

Please update your Accounts Payable system immediately. If you have any questions, please contact Ernie Lupoli at (302) 324-3215 or [elupoli@unitedelectric.com](mailto:elupoli@unitedelectric.com).

### **\*\*\*\*E-MAIL OR FAX DELIVERY OPTION\*\*\*\***

As an added service, we are offering e-mail or fax delivery for invoices and monthly statements. Please contact Ernie Lupoli, our Credit Manager, or any member of our Credit team.

We appreciate your use of United Electric Supply as your partner for your electrical needs. Your suggestions and feedback are always appreciated. Thank you for your continued business.



## ELECTRONIC PAYMENT INFORMATION

### PAYEE INFORMATION

Name: United Electric Supply  
Address: Box 8500-6340  
Philadelphia, PA 19178-6340

Contact Name: Valerie Mattson  
Phone: (302) 324-3247  
Fax: (302) 324-3330  
E-mail: cash.application@unitedelectric.com

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### FINANCIAL INSTITUTION INFORMATION

Name: Wells Fargo Bank N.A.  
505 Carr Road  
Wilmington, DE 19809

Bank Contact: Cathy Adams Phone: (302) 765-5524

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ACH Routing Transit Number: 031100869

Account Name: United Electric Supply

Deposit Account Number: 2000003461741

Supporting data for payment in CTX format

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Wire Routing Transit Number: 121000248

Account Name: United Electric Supply

Deposit Account Number: 2000003461741

Supporting data for payment in CTX format