



1456 N. Keowee St, Dayton, Ohio 45404
2jsupply.com

Procedure for Processing New Credit Accounts

- ☒ **Credit** application *completely* filled out with **all required questions & boxes answered**
- ☒ Provide COPIES of EPA(CFC) Card [See Example](#)
- ☒ Copy of Certificate of Insurance [See Example](#)
- ☒ Copy of Drivers License
- ☒ If Business Tax Exempt, Attached a completed tax exempt certificate
- ☒ Credit references provided, including Fax or email address, & account number
- ☒ Bank reference provided
- ☒ Release Statement Signed
- ☒ Terms & Conditions signed
- ☒ Personal Guarantee signed

Credit applications with missing data and signatures will not be processed

Application for credit in the Commonwealth of Kentucky



GENERAL INFORMATION

Please answer all questions in full. All information acquired is confidential.

Company Name: _____ Select Your 2J Branch: _____
Mailing Address: _____ Phone: _____
City, State Zip: _____

If mailing address is a PO box, physical address of business required:

Street Address: _____ City: _____ State: _____ Zip: _____

Fax: _____ Cell: _____ Email for Invoices: _____

Email Address for Online Account: _____ Date Business Established: _____

Federal ID #: _____ Social Security #: _____ Date of Birth: _____

Corporation

Partnership

Proprietorship

Limited Partnership

Limited Liability Company

| | | | |
|--------------------|-----|----|--|
| Tax Exempt: | Yes | No | If yes, tax-exempt form must be attached |
|--------------------|-----|----|--|

In order for account to be processed, please attach the below document requested:

Liability Insurance Attached

HVAC License Attached

CFC/EPA attached

Drivers License Attached

List of Current Trade Licenses: _____

Monthly Credit Amount Requested:

If incorporated or LLC, what state? _____ Has personal &/or corporate bankruptcy ever been filed/When? _____

Is your building leased or purchased? Leased Purchased Monthly amount of rent/mortgage: _____

| Name (Owners/Officers) | Title | Residence Address | Home Phone # |
|------------------------|-------|-------------------|--------------|
| | | | |
| | | | |
| | | | |

References (HVAC Suppliers Preferred)

| Supplier Name | Address | Phone/Fax # | Account Type |
|---------------|---------|-------------|--------------|
| | | | |
| | | | |
| | | | |

Are purchase numbers or job names required?

☐ Yes

☐ No

Attach References Sheet

Application for credit in the Commonwealth of Kentucky

BANK REFERENCES

Name of Bank: _____ Address/Branch: _____
City/State: _____ Bank Phone Number (with area code): _____
Checking Account Number: _____ Savings Account Number: _____
Bank Representative: _____ Attach Bank references:

RELEASE STATEMENT

We do authorize release of any and all credit information regarding us personally or as a company to 2J Supply, Inc.

**SIGNATURE
REQUIRED**

APPLICANT SIGNATURE: _____ DATE: _____

APPLICANT SIGNATURE: _____ DATE: _____

TERMS & CONDITIONS OF SALE

TERMS OF PAYMENT: It is agreed all invoices shall be paid within the stated terms and any invoice not paid within said stated terms shall be considered past due and shall be charged 2.00% interest per month on the unpaid balance. In the event of any default in payment, Purchaser shall pay all attorney fees or collection costs equal to 25.00% of the remaining balance, which the parties agree is reasonable, whether or not litigation is initiated.

JURISDICTION AND VENUE: In the event of litigation, the parties agree that exclusive jurisdiction and venue shall lie with the Montgomery County Court of Common Pleas in Dayton, Ohio, where this contract between the parties has been accepted and where payments on the account are to be made.

PRINT NAME: _____ DATE: _____

**SIGNATURE
REQUIRED**

APPLICANT SIGNATURE: _____ DATE: _____

PRINT NAME: _____ DATE: _____

APPLICANT SIGNATURE: _____ DATE: _____

INDIVIDUAL AND PERSONAL GUARANTY

NOT REQUIRED FOR CORPORATIONS

The undersigned Guarantor(s) requests that 2J Supply, Inc. extend credit to the above-referenced entity (the "Debtor") identified in the "Terms & Conditions of Sale" section. For good and valuable consideration, including consideration for extending such credit, the undersigned agrees as follows:

A. The term "Obligation" includes all obligations of Debtor to 2J Supply, Inc. when incurred, regardless of the obligation, whether existing on the date of this Guaranty or arising hereafter.

B. Guarantor hereby unconditionally and irrevocably guarantees payment of all Obligations of debt to 2J Supply, Inc. plus all interest, costs, attorneys' fees and other expenses in the collection of any Obligation guaranteed hereby or in the enforcement of this Guaranty, except that the maximum aggregate liability of the Guarantor under this Guaranty shall be limited to \$_____, exclusive of interest, costs, attorneys' fees, and other expenses incurred in the collection or enforcement of this Guaranty.

C. This Guaranty shall terminate on _____ or upon receipt of Guarantor's written notice of termination, except said termination shall not affect the liability of the Guarantor with respect to such Obligations incurred prior to such date or extensions or renewals of, interest accruing on, or fees, or expenses incurred with respect to such Obligations on or after such date.

**SIGNATURE
REQUIRED**

GUARANTOR SIGNATURE: _____

GUARANTOR SIGNATURE: _____

NAME AS ABOVE PRINTED: _____

NAME AS ABOVE PRINTED: _____

Home Address: _____

Home Address: _____

Home Phone #: _____

Home Phone #: _____

Social Security #: _____

Social Security #: _____

By typing my name and inserting my electronic signature, I acknowledge that I have read and understood the contents of this document and agree to be bound by its terms.

I agree