



**HARPER HOUSE**  
Since 1919

## 1. Account Information

Company	Date	
Address	PO Box	
City	State	Zip
Contact Name		
Phone	Fax	
Email Address	Web Address	
Has business been under the same name (or corporate name) for at least 1 year? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Business Type <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Texas Corporation <input type="checkbox"/> (State) Corporation		
Dunn and Bradstreet Rating #	Monthly Credit Required: \$	

## 2. Trade and Bank References

List suppliers such as printers and trade shops where purchases are on an open account basis.

1.	Address	Phone
2.	Address	Phone
3.	Address	Phone
4.	Address	Phone
Bank	Branch	Phone
Attention	Title	

## 3. Billing Information

Company		
Address	PO Box	
City	State	Zip
Attention		
Tax Exemption Number (certificate required)	Is P.O. Required?	

## 4. Person Responsible For Payment

Name	Title
Signature	Date

## 5. Terms

Terms are "net, 30 days" from date of invoice. Company must have approved credit before project can be entered into production. Please allow 48 hours for credit approval. Under special circumstances, we can begin projects on a COD basis (cashier's check, company check, or money order for 50% of the written estimate at the beginning of the project, 50% upon completion.