

# CREDIT APPLICATION FOR NEW CLIENTS

## Corporate Billing, LLC

239 Johnston Street ▪ P.O. Box 1726 ▪ Decatur, AL 35602  
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### NEW CLIENT APPLICATION

Business Name \_\_\_\_\_ Fed ID# \_\_\_\_\_  
Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_ Fax # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Business Is A     Corporation     Partnership     Proprietorship  
State \_\_\_\_\_ County \_\_\_\_\_ Date of Incorporation \_\_\_\_\_  
Name of Parent or Holding Company \_\_\_\_\_  
# Of Employees \_\_\_\_\_  
Territory: \_\_\_\_\_  
How Long In Business \_\_\_\_\_ Do You Own Or Lease Building \_\_\_\_\_

### COMPANY OWNERSHIP & KEY PERSONNEL

Name	Ownership	Title
Owner: _____	_____	_____
Owner: _____	_____	_____
Parts Manager: _____	_____	_____
Office Manager: _____	_____	_____
Service Manager: _____	_____	_____

Please complete the attached "Principal Summary" Form for each owner.

### ACCOUNTS RECEIVABLE SUMMARY

Terms: \_\_\_\_\_ Monthly Sales Vol.: \_\_\_\_\_ Curr. Out: \_\_\_\_\_ Est. Turn: \_\_\_\_\_  
Do you currently finance your A/R? \_\_\_\_\_ Does anyone have a lien on your A/R? \_\_\_\_\_  
Company and Phone: \_\_\_\_\_  
Do you have a bank line credit? \_\_\_\_\_  
Is the A/R process automated? \_\_\_\_\_  
How frequently are invoices generated? \_\_\_\_\_  
Are any invoices generated before receipt of signed original BOL or POD? \_\_\_\_\_  
What is your credit application process? \_\_\_\_\_  
List any charge-offs over last 3 years: \_\_\_\_\_  
\_\_\_\_\_  
List any anticipated charge-offs this year: \_\_\_\_\_

## REFERENCES

Bank: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact: \_\_\_\_\_ Fax: \_\_\_\_\_

Title: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Other: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact: \_\_\_\_\_ Fax: \_\_\_\_\_

Title: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Other: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact: \_\_\_\_\_ Fax: \_\_\_\_\_

Title: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

### If Sole Proprietorship, List Two (2) Personal References:

Name

Address

Phone Number

\_\_\_\_\_

\_\_\_\_\_

## ADDITIONAL INFORMATION

Please include the following:

Comments:

Most recent interim statement \_\_\_\_\_

A/R Agings for last three months \_\_\_\_\_

Last two years financial statements \_\_\_\_\_

Customer List (Name, address, phone #) \_\_\_\_\_

This application and the information contained herein is a request for the extension of credit for commercial business use only and the applicant certifies that the firm he represents is doing business as a sole-proprietorship, partnership, or a corporation. The applicant authorizes Corporate Billing, LLC to obtain oral or written credit reports from any credit reporting agency, bank or commercial supplier with whom he is doing business or has done any type of business to give any and all necessary information to Corporate Billing, LLC, which will assist them in the credit investigation. The applicant further authorizes the reinvestigation of his credit from time to time as it is deemed necessary. Should the findings of re-investigation require the current credit arrangement to be limited or terminated; the applicant will be notified of such action.

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

**PRINCIPAL SUMMARY**

Name:	DOB:
SSN:	Driver License:
Current Address:	Previous Address (If less than 5 years at current)
How Long at Current Address:	How Long at Previous Address:
Position in Company:	How Long:
Previous Position/Employer:	How Long:
How Long In This Industry?	
Have you every filed bankruptcy?	Are you a defendant in any lawsuits?
Have you ever been convicted of a felony or misdemeanor?	Do you owe the Federal or State Government any taxes?
<p>This Principal Summary and the information contained herein is a request for the extension of credit for commercial business purposes. The principal authorizes Corporate Billing, LLC to obtain oral or written credit reports from any credit reporting agency, bank or commercial supplier with whom he is doing business or has done any type of business to give any and all necessary information to Corporate Billing, LLC, which will assist them in the credit investigation. The principal further authorizes the reinvestigation of his credit from time to time as it is deemed necessary. Should the findings of re-investigation require the current credit arrangement to be limited or terminated; the applicant will be notified of such action.</p>	
By: _____	Date: _____

**PRINCIPAL SUMMARY**

Name:	DOB:
SSN:	Driver License:
Current Address:	Previous Address (If less than 5 years at current)
How Long at Current Address:	How Long at Previous Address:
Position in Company:	How Long:
Previous Position/Employer:	How Long:
How Long In This Industry?	
Have you every filed bankruptcy?	Are you a defendant in any lawsuits?
Have you ever been convicted of a felony or misdemeanor?	Do you owe the Federal or State Government any taxes?
<p>This Principal Summary and the information contained herein is a request for the extension of credit for commercial business purposes. The principal authorizes Corporate Billing, LLC to obtain oral or written credit reports from any credit reporting agency, bank or commercial supplier with whom he is doing business or has done any type of business to give any and all necessary information to Corporate Billing, LLC, which will assist them in the credit investigation. The principal further authorizes the reinvestigation of his credit from time to time as it is deemed necessary. Should the findings of re-investigation require the current credit arrangement to be limited or terminated; the applicant will be notified of such action.</p>	
By: _____	Date: _____