



71 Two Mile Creek Road, Tonawanda, NY 14150

(716) 692-1500

fax .....(716) 695-0018

office fax .....(716) 695-2212

**Credit Policy of Northeast Machine**

hours ..... Monday through Friday, 8 am - 5 pm

terms ..... **net 30 days from date of invoice**

statements sent monthly for verification only

delinquent account ..... over 60 days past (account will revert to COD)

insufficient and stop payment checks ..... \$30 handling fee

returns and credit ..... subject to handling fee on items purchased out of stock

..... NO returns on special ordered parts

..... core credits will be credited to your account

warranties ..... will be that of the manufacturer of the product

**Credit Application**

your company name

billing address

city / state / zip

accounts payable phone

account payable manager

e-mail address

sales tax # (completed form required)

shipping address (attach list if multiple)

city / state / zip

state and date Company established

is a purchase order necessary?

special purchasing requirements, if any

name of your bank

address

city / state / zip

contact name

telephone number + fax

account number

trade reference #1

address

city / state / zip

telephone number + fax

trade reference #2

address

city / state / zip

telephone number + fax

trade reference #3

address

city / state / zip

telephone number + fax

**OUR ESTABLISHMENT UNDERSTANDS THE POLICIES AND WILL ABIDE BY THEM**

signature of corporate officer / owner

name / title

date