



STEINER ELECTRIC COMPANY

Corporate Headquarters: N. 1200 Arlington Heights Road, Suite 400, Itasca, IL, 60143
847-228-0400 • 847-956-3175 Fax • www.steinerelectric.com

Date
Steiner Location
Steiner Account Manager

Credit Application

Type of Business: [ ] MRO/Industrial [ ] OEM [ ] Contractor [ ] Commercial [ ] Other

Charge / Bill To:

Company Name:
Address:
City: State: Zip:
Phone: Fax:
E-Mail Address:

Ship To:

Company Name:
Address:
City: State: Zip:
Phone: Fax:
E-Mail Address:

E-Mail Address where Statements and Invoices will be sent:

Parent Company, if Applicable (name and address):

SIC Code: D & B Number:

Special Billing or Shipping Instructions: [ ] Additional "Ship To" locations attached.

Principal Owners or Stockholders and Officers [ ] please attach a copy of current drivers license for each of the following individuals

Table with 5 columns: Name, Title, Home Address, Home Phone, Social Security Number. Two rows for listing individuals.

Credit References

Company Phone Fax
Company Phone Fax
Company Phone Fax

Company legally established as a: [ ] Corporation [ ] General Partnership [ ] Limited Partnership [ ] Non-Profit Org. [ ] Limited Liability Co. (LLC)

[ ] Sole proprietorship doing business under an assumed name State in which organized

[ ] Company Taxpayer Identification no. Date Company Founded [ ] Financial Statement Attached

[ ] Please attach a copy of the Articles of Incorporation, Articles of Limited Partnership, and Articles of Limited Liability Company that were filed with the Secretary of State or the Assumed Name Certificate filed with the County Recorder.

Partial List of Authorized Buyers:

Accounts Payable Contact: Phone No.

[ ] Purchases are Tax Exempt? [ ] No [ ] Yes VALID TAX EXEMPTION CERTIFICATE ATTACHED State Sales Tax ID Number: State of:

If we do not have a valid Tax Exemption Certificate from you, we are required to charge sales/use tax on all your purchases. A Tax Exemption Certificate is not valid if any required information is missing or, if it is a Blanket Certificate, if it was issued more than three years ago. If you make a tax-free purchase from us and it is later determined, by a State or Local Department of Revenue, that the purchase was a taxable purchase, you agree to make payment to us of the appropriate sales/use tax, along with any applicable interest and penalties that we are assessed by the State or Local Department of Revenue.

www. Total Co. Annual Sales \$ No. of Employees Est. Annual Purchases with Steiner \$

Bank Information

Bank Name Address City State Zip Code
Bank Representative Direct Phone Account No.
Do you have a line of credit? [ ] Yes [ ] No Credit line: \$ Available amount: \$ As of:

Confirmation of Information Accuracy and Release of Authority to Verify

The applicant certifies that all of the information on both sides of this credit application is true and correct and does not omit any material fact necessary to make the information given not misleading. The applicant acknowledges that the information included in this credit application will be relied upon by Steiner Electric Company ("Steiner") in determining the amount and conditions of credit to be extended. Steiner may also utilize other suppliers of credit or credit reporting agencies in making a determination and to assist Steiner in establishing a line of credit. The applicant authorizes Steiner to request and receive credit reports from credit bureaus and other credit service organizations regarding the applicant's personal credit for the purpose of investigating the applicant's business and its eligibility for commercial credit. The applicant further consents to any investigation into the credit-worthiness of the applicant. The applicant agrees to comply with all applicable terms, conditions and provisions of Steiner's Terms and Conditions of Sale, as amended from time to time by Steiner (a copy of which is available upon request from Steiner and on Steiner's website at www.steinerelectric.com, and which are herein incorporated by reference), including without limitation to make full and timely payments and to pay 1.5% per month on past due invoices, together with all reasonable costs of collection (including attorney fees and expenses). Applicant agrees that Steiner is not responsible for purchases made by any representative of applicant, regardless of his actual authority. The applicant's obligation shall be governed by, and construed in accordance with, the internal laws of the State of Illinois, without regard to its principles of conflicts of law. The applicant (a) hereby irrevocably agrees that all disputes arising out of or relating to collections that cannot be resolved by the parties shall be resolved only by the State or Federal courts located in Cook County, Illinois, (b) hereby irrevocably consents and submits to the exclusive jurisdiction and venue of such State and Federal courts, and (c) waives any objection or right to contest said jurisdiction or venue or claim that any such action or proceeding was brought in an inconvenient court. The applicant further waives any and all rights to a trial by jury in any action, proceeding or counterclaim brought with respect to any matter arising out of or relating to collections.

Authorized Signature (Principal / Owner / Officer) Print Name Title Date

continued on back



Customer _____	Account # _____	Date _____
Address _____		Steiner Location _____
City _____	State _____	Steiner Account Manager _____

**Credit Application continued  
Side 2**

1) Have any of the owners previously owned a business?  Yes  No If yes, what was the company name and what happened to it? \_\_\_\_\_

2) List major customers, and average days to pay: \_\_\_\_\_

3) List other electrical supplier references I) \_\_\_\_\_ Annual Purchases \$ \_\_\_\_\_  
 II) \_\_\_\_\_ Annual Purchases \$ \_\_\_\_\_ III) \_\_\_\_\_ Annual Purchases \$ \_\_\_\_\_

4) If customer is a contractor:

A) Current Primary Customer Base:  residential  commercial  industrial  low voltage  other \_\_\_\_\_

B) Future Growth in the Following Markets:  residential  commercial  industrial  data com.  other \_\_\_\_\_

C) Number of electricians: • Current \_\_\_\_\_ • Goal \_\_\_\_\_ within \_\_\_\_\_ Years

D) Is the owner:  1) an electrician working in the field  2) running the operations of the business  3) both

E) Where did the owner(s) learn their trade? \_\_\_\_\_

F) List and rate their relationships with general contractors \_\_\_\_\_

General Contractors	Average Days to Receive Payment After Submitting Pay Request	Number of Jobs Within Past 5 Years	Overall Relationship 1-Poor to 5-Excellent	Number of Times a Job was Liened

Comments \_\_\_\_\_

G) Is one person responsible for billing, collecting and payables?  Yes  No Name \_\_\_\_\_

H) Does contractor do tax exempt jobs?  Yes  No If Yes, **VALID TAX EXEMPTION CERTIFICATES MUST BE PROVIDED AT TIME OF ORDER.**

I) Will job accounts will be setup?  Yes  No If no, why not? \_\_\_\_\_

**Steiner Management Review – For Internal Use Only**

<b>Credit Manager</b> _____	<b>Date</b> _____
Signature _____ Approval/Denial _____	Suggested Credit Limit \$ _____
Comments _____	
<b>CFO</b> _____	<b>Date</b> _____
Signature _____ Approval/Denial _____	Suggested Credit Limit \$ _____
Comments _____	
<b>President</b> _____	<b>Date</b> _____
Signature _____ Approval/Denial _____	Suggested Credit Limit \$ _____
Comments _____	
<b>Final Approval by:</b> _____	<b>Approved Credit Limit \$</b> _____ <b>Code:</b> _____
Additional Comments _____	
• Personal guarantee on file? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why not? _____	
• Current financial statement on file? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why not? _____	
• Current Dun & Bradstreet report? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why not? _____	