

**STEINER ELECTRIC COMPANY**

Corporate Headquarters: 1200 N. Arlington Heights Road, Suite 400, Itasca, IL, 60143

847-228-0400 • Fax 847-956-3175 • www.steinerelectric.com • credit@stnr.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

Name	Title	Home Address	Home Phone	Social Security Number
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Credit References

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. (or include a copy of a blank voided check)		
_____	_____	_____		
American Banking Association (ABA) Number	Do you have a line of credit? <input type="checkbox"/> Yes <input type="checkbox"/> 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



Credit Application Continued
Side 2

Customer _____

Account # _____

Date _____

Address _____

Steiner Location _____

City _____

State _____

Steiner Account Manager _____

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

Credit Manager _____ **Date** _____

Signature _____ Approval/Denial _____ Suggested Credit Limit \$ _____

Comments _____

CFO _____ **Date** _____

Signature _____ Approval/Denial _____ Suggested Credit Limit \$ _____

Comments _____

President _____ **Date** _____

Signature _____ Approval/Denial _____ Suggested Credit Limit \$ _____

Comments _____

Final Approval by: _____ **Approved Credit Limit \$** _____ **Code:** _____

Additional Comments _____

• Personal guarantee on file? ☐ Yes ☐ No If no, why not? _____

• Current financial statement on file? ☐ Yes ☐ No If no, why not? _____

• Current Dun & Bradstreet report? ☐ Yes ☐ No If no, why not? _____