



COLUMBIA PIPE & SUPPLY CO.

1120 W. Pershing Road - Chicago, IL 60609

Ph: 773-927-6600 - Fax: 773-843-5892

Return Application to Credit Department

Date _____

APPLICATION FOR CREDIT

SLSMN/BR. _____

Legal Business Name		Trade Name		Telephone & Fax No.		
Street Address-Business		City		County	State	Zip Code
Billing Address		City		County	State	Zip Code
Type of Organization: () Proprietorship () Partnership () Corporation						
Name of Principal		Title		Social Security#	Home Telephone No.:	
Home Address				City	State	Zip Code
Name of Principal		Title		Social Security #	Home Telephone No.:	
Home Address				City	State	Zip Code
Type of Business: How Long in Business: Contractors License #:						
BUSINESS TRADE REFERENCES:						
Name	Address		Telephone #:		Fax #:	
_____	_____		_____		_____	
_____	_____		_____		_____	
_____	_____		_____		_____	
_____	_____		_____		_____	
Bank Reference:						
Name: _____		Acct#: _____		Tel#: _____		
Address: _____			Acct. Officer: _____			
Type of Customer: () Contractor; () Mechanical; () Plumbing; () Industrial; () Institutional; () Wholesaler; () Other						
P.O.# Required: () Yes/() No Tax Exempt: () Yes/() No If yes, list tax number & attach resale certificate:						
We agree to pay a finance charge of 1.5% per month on all balances that are past due for more than 30 days.						
We understand that seller makes no warranties regarding any goods sold by seller and that our sole remedy for these goods is limited to any manufacturer warranties regarding the goods.						
Date: _____			Signature: _____			



CUSTOMER PROFILE

In order to better service your account, would you please fill out the following questionnaire?

Which of the following products are used at your facility:

- Pipe, Valves, & Fittings (PVC)
- Plumbing
- Pipe Hangers & Supports
- Automated Products Specialties
- Heating, Ventilation & Air Conditioning Products (HVAC)

Expected annual purchases of above products \$_____.

Who will place orders with Columbia Pipe in your company?

Name	Title	Phone #	Ext .
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Who originated the credit request:_____

Thank you for your cooperation.

Personal Guaranty

I, _____, for and in consideration of the extension of credit to _____ ("Debtor") for the purchase of goods, wares and merchandise from COLUMBIA PIPE & SUPPLY CO., an Illinois corporation ("Columbia Pipe"), hereby personally guarantee to Columbia Pipe, its successors and assigns, unconditionally the payment of the purchase price of all goods, wares and merchandise sold by Columbia Pipe to Debtor, plus accrued finance charges of 1.5% per month on all balances that are past due for more than 30 days and all expenses including reasonable attorneys' fees incurred by Columbia Pipe in collecting or attempting to collect any of the Debtor's obligations to Columbia Pipe or enforcing or attempting to enforce this Guaranty.

I agree to abide by the terms of payment set forth by Columbia Pipe, including the requirement that all invoices to be discounted must be paid within the terms specified on the invoice. All invoices paid after discount terms specified on the invoice must be paid net.

This Guaranty shall in all respects be continuing, absolute and unconditional and shall be binding upon my heirs, executors, administrators and assigns.

Suits for the enforcement of this Guaranty may be brought against me and I hereby consent to the in personam jurisdiction and venue of any state or federal court within the state of Illinois. If there is litigation based on this Guaranty, I waive all claims for set-off, counterclaims and defenses based on any statute of limitations and laches and waive trial by jury.

I have read the above and consent to all of the terms thereof.

SIGNED AND DELIVERED the _____ day of _____ 20____.

Guarantor

MULTI-STATE SALES TAX EXEMPTION CERTIFICATE

Issued to (seller) **Columbia Pipe & Supply Co.**
 1120 W Pershing Road
 Chicago, IL 60609

Date _____

Check One: Single Purchase
 Continuous

I CERTIFY THAT: Name of Firm (buyer) _____

Street Address or PO Box# _____

City State Zip _____

Is engaged as a registered:

- Wholesaler
 Retailer
 Manufacturer
 Lessor
 Other (specify) _____
- Government Entity, Nonprofit School,
 Nonprofit Hospital, Church

And is registered with the below listed states within which your firm would deliver purchases to us:

State		State registration or ID no.	
State		State registration or ID no.	
State		State registration or ID no.	
State		State registration or ID no.	
State		State registration or ID no.	
State		State registration or ID no.	

And that any such purchases are:

- For Resale
 Ingredients or component parts of a new product to be sold in the normal course of business
 Exempt under direct payment permit # _____
 Industrial processing equipment or supplies
 Other (explain) _____

We are in the business of Wholesaling, Retailing, Manufacturing the following:

General description of products to be purchased from the seller.

I further certify that if any property so purchased tax free is used or consumed by the firm as to make it subject to a Sales or Use Tax we will pay the tax due direct to the proper taxing authority. This certificate shall be part of each order which we may hereafter give to you, unless otherwise specified, and shall be valid until cancelled by us in writing.

Authorized Signature (owner, partner or corp. officer) _____

Title _____



CRT-61 Certificate of Resale

Step 1: Identify the seller

1 Name _____

2 Business address _____

City State Zip

Step 2: Identify the purchaser

3 Name _____

4 Business address _____

City State Zip

5 Complete the information below. Check only one box.

The purchaser is registered as a retailer with the Illinois Department of Revenue. _____
Registration number

The purchaser is registered as a reseller with the Illinois Department of Revenue. _____
Resale number

The purchaser is authorized to do business out-of-state and will resell and deliver property only to purchasers located outside the state of Illinois. See Line 5 instructions.

Step 3: Describe the property

6 Describe the property that is being purchased for resale or list the invoice number and the date of purchase.

Step 4: Complete for blanket certificates

7 Complete the information below. Check only one box.

I am the identified purchaser, and I certify that all of the purchases that I make from this seller are for resale.

I am the identified purchaser, and I certify that the following percentage, _____ %, of all of the purchases that I make from this seller are for resale.

Step 5: Purchaser's signature

I certify that I am purchasing the property described in Step 3 from the stated seller for the purpose of resale.

Purchaser's signature Date

Note: It is the seller's responsibility to verify that the purchaser's Illinois registration or Illinois resale number is valid and active.

General information

When is a Certificate of Resale required?

Generally, a Certificate of Resale is required for proof that no tax is due on any sale that is made tax-free as a sale for resale. The purchaser, at the seller's request, must provide the information that is needed to complete this certificate.

Who keeps the Certificate of Resale?

The seller must keep the certificate. We may request it as proof that no tax was due on the sale of the specified property.

Do not mail the certificate to us.

Can other forms be used?

Yes. You can use other forms or statements in place of this certificate but whatever you use as proof that a sale was made for resale must contain

- the seller's name and address;
- the purchaser's name and address;
- a description of the property being purchased;
- a statement that the property is being purchased for resale;
- the purchaser's signature and date of signing; and
- either an Illinois registration number, an Illinois resale number, or a certification of resale to an out-of-state purchaser.

Note: A purchase order signed by the purchaser may be used as a Certificate of Resale if it contains all of the above required information.

When is a blanket certificate of resale used?

The purchaser may provide a blanket certificate of resale to any seller from whom all purchases made are sales for resale. A blanket certificate can also specify that a percentage of the purchases made from the identified seller will be for resale. In either instance, blanket certificates should be kept up-to-date. If a specified percentage changes, a new certificate should be provided. Otherwise, all certificates should be updated at least every three years.

Specific instructions

Step 1: Identify the seller

Lines 1 and 2 Write the seller's name and mailing address.

Step 2: Identify the purchaser

Lines 3 and 4 Write the purchaser's name and mailing address.

Line 5 Check the statement that applies to the purchaser's business, and provide any additional requested information.

Note: A statement by the purchaser that property will be sold for resale will not be accepted by the department without supporting evidence (e.g., proof of out-of-state registration).

Step 3: Describe the property

Line 6 On the lines provided, briefly describe the tangible personal property that was purchased for resale or list the invoice number and date of purchase.

Step 4: Complete for blanket certificates

Line 7 The purchaser must check the statement that applies, and provide any additional requested information.

Step 5: Purchaser's signature

The purchaser must sign and date the form.

