

**You're  
Almost  
There!**

**Simple Setup  
for New Clients**

## Let's get you setup as a Valued Client

We are excited you have selected Techmetals as a resource for your metal plating and engineered finishes. Our commitment to our customers truly is unmatched in the industry, and we appreciate the chance to prove it to you as a valued customer.

In order to add you to our system, we ask that you take the final steps in this process by filling out and faxing us back the necessary info in this New Customer Packet.



**Call: (937) 253-5311**

**Fax: (937) 258-5731**

**1**

### VIEW REQUIREMENTS

Look over the setup requirements for the Techmetal's Credit Application and the State Tax Exemption forms.



**2**

### CREDIT APPLICATION

Fill out the Credit Application completely, **adding your signature** before faxing or e-mailing back to your Techmetals contact.



**3**

### OHIO TAX EXEMPTION FORM

If you are eligible for Ohio State Tax Exemption, please fill out the form with **signature** and fax/e-mail to your contact.





# TECHMETALS

ENGINEERED METAL FINISHING & PERFORMANCE COATINGS



## Credit Application & Tax Exemption Forms

### New Client Application

Thank you for your interest in Techmetals, Inc. We look forward to assisting with your metal finishing needs, offering the best quality, turnaround time and experience in the industry.

Attached you will find our **Application for Credit** and **State of Ohio Tax Exemption Form**. We require an authorized signature on both forms and each should be completed as applicable in order to process orders and quotes associated with your account.

If you do not wish to open a credit account on terms with Techmetals, just put an "X" in the NO CREDIT box. However, we still will require these forms to be completed for entry into our systems.

In order to avoid orders being held up with COD charges on orders and other delays, please complete and sign our Credit Application and Tax Exemption forms. When completed, please fax or e-mail these forms back to your Techmetals contact.

If you have a credit reference sheet, please attach it along with the signed Credit Application and Tax Exemption forms. This will help get the process going in extending credit, quoting projects and processing orders.

**MasterCard, Visa, and American Express are also accepted.**



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### Acknowledgement of Terms & Conditions of Sale

### Application for Credit

Company Name:		Phone:	
Bill to Address:		Fax:	
City:	State:	ZIP Code:	
Ship to Address:			
City:	State:	ZIP Code:	
Nature of Business:		Date Established:	
Accounts Payable Contact:		A/P e-mail Address:	
Accounting Phone:		Accounting Fax:	
Individual:	Partnership:	Corporation:	
Federal Tax ID #:	or Social Security #:		
Is your company foreign owned or based in a foreign country?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the customer perform work on Nadcap or Itar required components?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
What are your expected monthly credit requirements?			
Will you adhere to our open account terms, if granted, which are Net 30 Days?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Company Check, ACH/Wire, MasterCard, Visa and American Express are acceptable until credit approval.</i>			
<b>If you do not wish to establish credit at this time, please check here; then sign and date the bottom:</b>			<input type="checkbox"/> <b>NO CREDIT</b>

**The undersigned certifies that all information on this form is correct. We have read and fully understand Techmetals Terms and Conditions of Sale for all processing by Techmetals, Inc. We agree to pay within the terms granted to us.**

1. You agree to pay the charges associated with the services we provide. Payments may be made in cash, ACH/Wire, by check, or by credit card (MasterCard, Visa and American Express). When paying with a Credit Card if the total charge is over \$10,000 a 4% Service Charge will be assessed.
2. By signing this document you acknowledge that you have the authority to authorize this agreement.
3. All charges are due and payable within 30 days of the Invoice date, unless otherwise agreed. Please see our terms and conditions on our web page at [www.techmetals.com](http://www.techmetals.com).
4. We reserve the right to discontinue services for any account that is past due of agreed upon set terms, unless special arrangements were made in advance. Accounts which are continually past due will be subject to be placed on a "Cash Only" basis.
5. Because of the high costs of handling NSF checks, a \$25.00 charge will be applied to a customer's account each time a check is returned by our bank due to insufficient funds.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Printed Name: \_\_\_\_\_

THIS APPLICATION MUST BE SIGNED BEFORE WORK CAN BE PERFORMED.

Techmetals Terms and Conditions of Sales can be found on our web site at [www.techmetals.com](http://www.techmetals.com) or on our website at page at <https://www.techmetals.com/pdfs/TermsandConditionsofSale.pdf>



STEC-B  
Rev. 3/15/04

## Sales and Use Tax Blanket Exemption Certificate

The purchaser hereby claims exception or exemption on all purchases of tangible personal property and selected services made under this certificate from:

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*(vendor's name)*

and certifies that the claim is based upon the purchaser's proposed use of the items or services, the activity of the purchase, or both, as shown hereon:

***Purchaser must state a valid reason for claiming exception or exemption.***

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*Purchaser's name*

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*Street address*

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*City, state, ZIP code*

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*Signature*

*Title*

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*Date signed*

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*Vendor's license number, if any*

Vendors of motor vehicles, titled watercraft and titled outboard motors may use this certificate to purchase these items under the "resale" exception. Otherwise, purchaser must comply with either rule 5703-9-10 or 5703-9-25 of the Administrative Code.

This certificate cannot be used by construction contractors to purchase material for incorporation into real property under an exempt construction contract. Construction contractors must comply with rule 5703-9-14 of the Administrative Code.