

Longleaf Services, Inc.
Attn: Terry Miles, Credit & Collection Manager
116 S Boundary Street, Chapel Hill, NC 27514-3808
Phone: 1-800-848-6224 Fax: 1-800-272-6817 Email: credit@longleafservices.org

Please return your business information below and an exemption certificate or other applicable document exempting you from the collection of sales tax on your purchases. The credit department may require additional information during the approval process.

Business Information Name: _____	
Owner(s): _____	
Billing Address: _____	
City: _____	State: _____ Zip: _____
Shipping Address: _____	
City: _____	State: _____ Zip: _____
Federal ID#: _____	State Tax Exempt #: _____ <i>(must include form)</i>
D&B Acct#: _____	SAN #: _____

Business Type (Please Check One):

- Wholesaler Institution/Corp. Catalog Government Agency Retail- General
 Retail -Chain Retail-Internet Retail-University/College Public Library School Library
 University/College Library Other (Specify): _____

Accounts Payable Contact:

Contact: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____
Email Address: _____

Purchasing Contact:

Contact: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____
Email Address: _____

Bank Reference:

Name: _____
Address: _____
Contact: _____ Email Address: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____

Trade References:

Name: _____
Address: _____
Contact: _____ Email Address: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____

Name: _____
Address: _____
Contact: _____ Email Address: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____

Name: _____
Address: _____
Contact: _____ Email Address: _____
Telephone: (____) _____ - _____ Fax: (____) _____ - _____

We currently seek a credit line of \$_____. If Longleaf grants credit, we agree to pay all invoices within payment terms, pay all attorney and/or collection fees if our account is placed in collection, and pay return check fees for any checks returned by the bank. Longleaf is authorized to contact Dun & Bradstreet and other credit bureaus and consumer reporting agencies as necessary in order to grant a line of credit on our behalf.

Authorized Signature: _____

Title: _____ **Date:** _____