

Longleaf Services, Inc.
Attn: Credit Department
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 send an exemption certificate or other applicable documents relieving us of the responsibility of collecting sales tax on your purchases. The credit department may require additional information during the approval process.

Business Information

Name: _____
Billing Address: _____
City: _____ State: _____ Zip: _____
Shipping Address: _____
City: _____ State: _____ Zip: _____
SAN#: _____ (if applicable) Federal ID#: _____
Exempt from State Tax: No Yes State Tax Exempt #: _____ (must include form)

Business Type (Please Check One):

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

Accounts Payable Contact:

Contact: _____
Telephone: _____ Fax: _____
Email Address: _____

Purchasing Contact:

Contact: _____
Telephone: _____ Fax: _____
Email Address: _____

I acknowledge the account is to be setup with prepay terms and agree the information provided above is accurate.

Signature: _____

Title: _____

Date: _____