



**Covert Electric Supply**

P.O. Box 277 \* 202 N. Main \* Joplin, Missouri 64802  
(417)782-3877 \* Fax (417)782-6014

For Internal Use Only: \_\_\_\_\_ Date: \_\_\_\_\_  
Date Application Received: \_\_\_\_\_ Approved credit limit \_\_\_\_\_  
Customer # Assigned: \_\_\_\_\_ Sales Rep: \_\_\_\_\_

**Covert Electric Supply, Inc. Credit Application/Agreement**

This credit application and agreement is concurrent with and in addition to Covert Electric Supply, Inc. standard terms and conditions. This credit agreement must be fully completed, signed and returned to the credit department before your credit request will be considered. This agreement governs all sales to you for Covert Electric Supply, Inc. products/services on terms and conditions as set forth by Covert Electric Supply, Inc. in conjunction with any contract(s)/work that will be performed. Sales/Marketing representatives are not authorized to amend or change the terms of sale or other terms and conditions of this agreement.

Monthly Line of credit Requested: \$ \_\_\_\_\_

**General Business Information**

Legal/Registered Name of Business: \_\_\_\_\_

Type of Product(s) Required: \_\_\_\_\_

Billing address: \_\_\_\_\_

Physical address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

Email: \_\_\_\_\_ How Long at This Address: \_\_\_\_\_

Premises are (choose one):  Rented  Owned  Leased

Name of landlord (if any) \_\_\_\_\_

Company's area of Business:

Manufacturing  Industrial  Contractor  Non-profit  Commercial  Service  
 Educational  Government  Non-profit  Commercial  Other \_\_\_\_\_

How long in Business as this company? \_\_\_\_\_ Is a purchase order required?  yes  no

Legal form of business:  Corporation  LLC  Partnership  Proprietorship  Other \_\_\_\_\_

If Subsidiary, please provide name and address of parent company: \_\_\_\_\_

Name and telephone number of accounts payable contact \_\_\_\_\_

Are Monthly Statements required? \_\_\_\_\_ I would like to have invoices  Mailed  Faxed  Emailed \_\_\_\_\_

Is company registered with your Secretary of State?  yes  no Federal Tax ID# \_\_\_\_\_

If yes, give date and state of incorporation: \_\_\_\_\_ If purchases are to be tax exempt, exemption certificates must be supplied.

**Ownership Details**

Principals

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

Previous employment/business and address if less than two years \_\_\_\_\_

Have any of the owners or previous companies, now or within the last seven (7) years been in bankruptcy proceedings (Chapter 7 or 11)?

If so Please provide details: \_\_\_\_\_

Bank Name: \_\_\_\_\_ Address: \_\_\_\_\_

Contact \_\_\_\_\_ Phone#: \_\_\_\_\_ Fax# \_\_\_\_\_

**Industry Trade Credit References (Where Possible):**

Name: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Name: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Name: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

**Terms and Conditions**

The Credit Applicant(s) understand(s) and agree(s) to the following terms and conditions:

- Terms of sale are Net 30 on approved accounts.
- A cash deposit or credit card authorization may be requested on back ordered items and purchases if credit terms are not approved. When a credit card is given as security for obtaining a line of credit with Covert Electric Supply, Inc., customer agrees that the credit card will be used in the event that the account becomes overdue. A courtesy call will be made to the client informing them that Covert Electric Supply, Inc. will be charging all past due balances to the credit card.
- All disputes on billing must be reported within 14 days of receipt of invoice.
- Interest will be charged on all past due accounts at the rate of 1 ½ % per month.
- Any account payments or unapplied cash/credit notes will first be used to offset interest on the account and then will be applied to the oldest invoice(s).
- NSF checks are subject to a \$50 administrative fee and may result in ability to purchase on credit being revoked.
- Failure to comply with these terms and conditions will result in cancellation of credit privileges without further notice.
- Applicant agrees to bear all reasonable costs incurred in collecting any unpaid amounts including but not limited to collection legal fees and court costs.
- Applicant understands and agrees that Covert Electric Supply, Inc. has a lien on all elements in it's possession until all outstanding amounts are paid in full and no other claim will affect our rights in this regard.
- Applicant understands and agrees to Covert Electric Supply, Inc.'s applicable standard terms and conditions.

The information given in this application/agreement is warranted to be true and correct and given for the purpose of obtaining credit from Covert Electric Supply, Inc.

THE APPLICANT CONSENTS TO THE OBTAINING OF CREDIT AND/OR PERSONAL INFORMATION AS MAY BE REQUIRED IN CONNECTION WITH THE CREDIT LINE WHICH MAY BE EXTENDED BY COVERT ELECTRIC SUPPLY, INC. AND ANY RENEWAL OR DISCLOSURE OF ANY TRADE INFORMATION CONCERNING THE APPLICANT TO ANY CREDIT REPORTING AGENCY OR TO ANY PERSON WITH WHOM THE APPLICANT HAS OR PROPOSES TO HAVE FINANCIAL RELATIONS.

COVERT ELECTRIC SUPPLY, INC.'S TERMS AND CONDITIONS WILL SUPERSEDE ANY AND ALL OTHER CONTRACTS AND /OR DOCUMENTS UNLESS EXPRESSLY AGREED TO IN WRITING BY ALL PARTIES TO THIS CONTRACT.

I/WE SEPARATELY OR SEVERALLY, CORPORATELY OR INDIVIDUALLY, AGREE TO THE TERMS AND CONDITIONS AS SET FORTH BY THIS AGREEMENT.

SIGNED BY:

NAME: \_\_\_\_\_  
As a Duly Authorized Agent

Title \_\_\_\_\_

SIGNED BY

NAME: \_\_\_\_\_  
As a Duly Authorized Agent

Title \_\_\_\_\_

**Personal Guarantee**

The undersigned, jointly and severally, in consideration of the monthly billing privileges being extended to the above named Applicant, do hereby unconditionally and absolutely guarantee and promise to pay and/or perform any and all obligations of said applicant which have in the past or may in the future be owing to the Seller on open-account or otherwise, including, without limitations, service charges and attorney's fees. The undersigned waive any right to require Seller to proceed against Applicant or pursue any other remedy and any statute of limitations pertaining hereto; and the undersigned further waive all presentments, demands for performance, notices of nonperformance, protests, notices of dishonor, and notices of acceptance of this guaranty and the incurrence or modification of existing or additional indebtedness. No delay in the enforcement of the guaranty shall affect the liability of any of the undersigned and the undersigned agrees to any renewal or extension of any indebtedness; to the addition or release of any other person liable; or to any other indulgence whatsoever.

Guarantor authorizes Seller to obtain credit and financial information concerning the Guarantor at any time and from any source.

For value received, the undersigned submits to the non-exclusive jurisdiction of the Circuit Court of Jasper County, Missouri regarding the collection of any indebtedness or any other matter or claim arising out of the parties business relationship

Executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

_____	_____	_____
Guarantor Name	Guarantor Signature	Social Security Number
_____	_____	_____
Guarantor Name	Guarantor Signature	Social Security Number
_____	_____	_____
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_____	_____	_____
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