

**KAY & L DRAPERIES**  
602 INDUSTRIAL STREET  
WAVERLY, IA 50677  
319-352-1934/319-352-6482F

**ACCOUNT APPLICATION**

<b>BILL TO:</b>	_____	<b>SHIP TO:</b>	_____
<b>NAME:</b>	_____	<b>NAME:</b>	_____
<b>ADDRESS:</b>	_____	<b>ADDRESS:</b>	_____
<b>CITY/ST/ZIP:</b>	_____	<b>CITY/ST/ZIP:</b>	_____
<b>PHONE NO:</b>	_____	<b>PHONE NO:</b>	_____
<b>FAX NO:</b>	_____	<b>FAX NO:</b>	_____
<b>E-MAIL:</b>	_____	<b>E-MAIL:</b>	_____

**KEY PERSONNEL**

**OWNER/MGR/PRES:** \_\_\_\_\_ **ACCTS PAYABLE:** \_\_\_\_\_

**NAME AND HOME ADDRESS OF OWNERS**

<b>NAME:</b>	_____	<b>NAME:</b>	_____
<b>ADDRESS:</b>	_____	<b>ADDRESS:</b>	_____
<b>CITY/ST/ZIP:</b>	_____	<b>CITY/ST/ZIP:</b>	_____
<b>PHONE NO:</b>	_____	<b>PHONE NO:</b>	_____

**BUSINESS INFORMATION: (THIS IS REQUIRED FOR FEDERAL TAX PURPOSES)**

**TYPE OF BUSINESS:** RETAIL STORE? \_\_\_\_\_ HOME OPERATION? (PLEASE CIRCLE ONE) \_\_\_\_\_

**STARTING DATE AT PRESENT LOCATION?** \_\_\_\_\_ **YEAR ESTABLISHED?** \_\_\_\_\_ **INCORPORATED YES OR NO?** \_\_\_\_\_

**PRINT FULL NAME AS SHOWN ON SOCIAL SECURITY CARD OR FEDERAL ID NUMBER** \_\_\_\_\_

**REFERENCES**

<b>COMPANY:</b>	_____	<b>ACCT #:</b>	_____
<b>ADDRESS:</b>	_____	<b>PHONE #:</b>	_____
<b>CITY:</b>	_____	<b>STATE:</b>	_____
		<b>ZIP:</b>	_____
<b>COMPANY:</b>	_____	<b>ACCT #:</b>	_____
<b>ADDRESS:</b>	_____	<b>PHONE #:</b>	_____
<b>CITY:</b>	_____	<b>STATE:</b>	_____
		<b>ZIP:</b>	_____
<b>COMPANY:</b>	_____	<b>ACCT #:</b>	_____
<b>ADDRESS:</b>	_____	<b>PHONE #:</b>	_____
<b>CITY:</b>	_____	<b>STATE:</b>	_____
		<b>ZIP:</b>	_____

**AUTHORIZED SIGNATURE IS REQUIRED ON THE REVERSE SIDE!!!**

**BANK REFERENCES**

**BANK:** \_\_\_\_\_

**BRANCH:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ACCT #:** \_\_\_\_\_

**CITY/ST/ZIP:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_

**BANK CONTACT:** \_\_\_\_\_

**THE FOLLOWING TERMS AND CONDITIONS OF SALE MUST BE READ, AND SIGNED BY AN AUTHORIZED ACCOUNT REPRESENTATIVE!!**

**AGREEMENT: APPLICANT AGREES THAT EXTENSION OF CREDIT BY SELLER SHALL BE SUBJECT TO AND IN CONSIDERATION OF THE FOLLOWING TERMS AND CONDITIONS.**

1. OUR NORMAL TERMS FOR OPEN ACCOUNTS ARE 1% TEN DAYS, NET 30 DAYS, 1 ½% INTEREST PER MONTH CHARGED ON PAST DUE AMOUNTS. NO DISCOUNTS WILL BE ALLOWED ON PAST DUE INVOICES. PAYMENT OF ALL AMOUNTS DUE, AS EVIDENCED BY THE ACCOUNT, SHALL BE MADE NOT LATER THAN THE DUE DATE AS INDICATION ON EACH INVOICE UNDER THE "TERMS".
2. NO RETURNS SHALL BE MADE WITHOUT THE AUTHORIZATION OF KAY & L DRAPERIES, INC.
3. NSF CHECKS WILL CAUSE AN ACCOUNT TO BE PLACED ON IMMEDIATE COD (CASH ONLY BASIS)
4. NSF CHECKS WILL INCUR A \$20.00 PROCESSING CHARGE FOR EACH OCCURRENCE.
5. IN THE EVENT OF A SHORTAGE OR DISPUTE, CUSTOMER MUST NOTIFY KAY & L DRAPERIES, INC. WITHIN 15 DAYS OF RECEIPT OF MERCHANDISE, SPECIFYING THE INVOICE NUMBER, NATURE OF THE DISPUTE AND AMOUNT UNDER DISPUTE.
6. SHOULD IT BE NECESSARY TO ASSIGN THE ACCOUNT BALANCE TO A LICENSED COLLECTION AGENCY OR ATTORNEY FOR LEGAL ACTION, ALL SUBSEQUENT COLLECTION CHARGES AND LEGAL FEES SHALL BE PAID BY THE APPLICANT. WE, THE APPLICANT, WAIVE OUR PRIVILEGE OF BEING SUED IN THE COUNTY OF OUR RESIDENCE AND AGREE THAT THE CONTRACT IS ENTERED INTO AND THE WORK WILL BE PERFORMED IN WAVERLY, BREMER COUNTY, IOWA AND SUIT MAY BE BROUGHT IN BREMER COUNTY, IOWA.
7. WE AGREE TO IMMEDIATELY NOTIFY KAY & L DRAPERIES, INC. OF ANY CHANGE IN OWNERSHIP, FORM OF SAID BUSINESS OR ADDRESS.
8. I UNDERSTAND THAT THE SAMPLES WHICH I RECEIVE ARE FOR MY USE AS A SALES TOOL AND REMAIN THE PROPERTY OF KAY & L DRAPERIES, INC.
9. WHEN A CUSTOM ORDER IS PLACED, I UNDERSTAND THAT IT MAY NOT BE CANCELED ONCE THE ORDER HAS REACHED THE CUTTING PROCESS.

**FEDERAL ID #:** \_\_\_\_\_ **OR SSN #:** \_\_\_\_\_

**SALES TAX #:** \_\_\_\_\_

**I CERTIFY THAT ALL OF THE INFORMATION GIVEN IS CORRECT AND THAT I HAVE READ AND AGREE TO ABIDE BY THE TERMS AND CONDITIONS.**

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINT NAME AND TITLE:** \_\_\_\_\_