



Business Name _____ Date _____
 Street Address _____ City _____ State _____ Zip _____
 Mailing Address _____ City _____ State _____ Zip _____
 Type of Business _____ Date Established _____
 Business Operates as: Corporation Partnership Sole Proprietor
 Business Operates From: Residence Shop Office Telephone No. _____ Fax No. _____
 Business Property is: Leased Owned If Owned, by whom? _____

Names and Addresses of Principal Owners or Officers and their titles:

1. Name _____ Title _____ Address _____
 2. Name _____ Title _____ Address _____
 3. Name _____ Title _____ Address _____
 Driver's License No. _____ Social Security No./Fed. I.D. # _____

Have you ever declared Bankruptcy? _____ Has a company you owned ever declared Bankruptcy? _____
 Do you have any pending lawsuits or judgements? _____
 Are Purchase Orders Issued? _____ Are job names required? _____
 Do you pay sales tax? _____ (if answer is no. Certificate of Resale must be attached.)

CREDIT EXPERIENCE

Name, address, zip code and telephone numbers of at least three (3) trade references you have dealt with.

1. Name _____ Address _____ Telephone _____
 Fax _____
 2. Name _____ Address _____ Telephone _____
 Fax _____
 3. Name _____ Address _____ Telephone _____
 Fax _____
 Bank Reference _____
 Name of person at bank with whom you deal _____
 Monthly credit requested \$ _____

SALES AGREEMENT

The undersigned in consideration for the terms stated herein and for the extension of credit by Albany Hardware, Inc., hereby agrees that the terms of sale are "payment in full by the 30th day of the date of invoice." The invoice(s) become past due if not paid by the 30th day of the date of invoice, and further, a 1 1/2% per month service charge (18% per annum) will be added on any past due portion. There will be a 25% Restocking Charge on all merchandise returned for credit. No credit for merchandise returned after 15 days. Special order items may not be returned. In the event of default in payment, and if the same is placed in the hands of an attorney for collection, the undersigned agrees to pay all costs of collection, including a reasonable attorney's fee. The undersigned does hereby certify that the information contained on this application is true and correct, and further agrees that any changes in ownership or officers or form that the business operates shall be made known to Albany Hardware, Inc., 6556 S. Menard Ave., Bedford Park, IL. 60638. This notice shall be in writing and mailed to Albany Hardware, Inc., by certified U.S. Mail.

SIGNED _____ By _____ It's _____
 Company Name Name Title
 SIGNED _____ By _____ It's _____
 Company Name Name Title

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

6740 Belt Circle Drive • Bedford Park • IL • 60638
Ph.708-594-2132 • Fax 708-594-3011
4913 Chastain Ave. • Charlotte • NC • 28217
Ph.704-525-2900 • Fax 704-525-3002



PERSONAL GUARANTY

To: Albany Hardware, Inc.

Please sell and deliver to (company name) on your usual credit terms of sale, net 30, such goods, wares and merchandises as they may order or select, and in consideration thereof I/we hereby fully guarantee and hold myself/ourselves personally responsible for the payment at maturity of the purchase price of all such goods, wares and merchandise so sold or delivered, whether evidenced by open account, acceptance, note or otherwise. I/We hereby waive notice of acceptance hereof, amounts of sales, dates of shipments or deliveries, notice of default in payment and legal proceedings against the purchaser.

This is intended to be, and shall be construed to be, a continuing Guaranty applying to all sales made by you to the aforesaid, and shall not be revoked by the death of the Guarantor(s) but shall remain in full force and effect until I/we or my/our Executors or Administrators shall have given notice in writing to make no further advances on the security of this Guaranty, and until such notice shall have been received by you.

It is understood and agreed that there is no limit to my/our liability under this Guaranty.

Now, should it become necessary to place this Guaranty with an attorney for collection, suit or other legal action, I/we hereby agree to pay all costs of such collections, suit of other legal action, including a reasonable attorney's fee.

WITNESS my/our hand(s) and seal(s) this day of , 19

Witness: Guarantor(s): (L.S.) (L.S.) (L.S.)

OFFICE USE ONLY

1. Name Person Contacted Sold Date of Last Sale Highest Recent Credit \$ Since Sale Amount Now Owing \$ Current \$ Past Due \$ Terms Discounts? Yes No Pay Excellent Good Slow 31-60 days 61-90 days 90+days Experience: Comments

2. Name Person Contacted Sold Since Date of Last Sale Highest Recent Credit \$ Amount Now Owing \$ Current \$ Past Due \$ Terms Discounts? Yes No Pay Excellent Good Slow 31-60 days 61-90 days 90+days Experience: Comments

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Resale Certificate

Firm Name _____

I Hereby Certify

That I hold valid reseller's permit No. _____
issued pursuant to the Sales and Use Tax Law; that I am engaged in the
business of selling _____
that the **locks and/or hardware items** which I shall purchase from **Albany Hardware,
Inc.**, will be resold by me in the form of tangible personal property; provided, however,
that in the event any such property is used for any purpose
other than retention, demonstration, or display while holding it for sale in the
regular course of business, it is understood that I am required by the Sales and
Use Tax Law to report and pay for the tax, measured by the purchase price of
such property.

Date _____ Phone _____

Taxpayer Identification Number and Certification

Name _____

Address _____

Social security Number _____ -- _____ -- _____ (or)

Employer Identification Number _____ -- _____

Certification-I certify that:

- 1) The number shown on this form is my correct taxpayer identification number
- 2) I am not subject to backup withholding because a) I am exempt from backup withholding, or b) I have been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of failure to report all interest or dividends, or c) the IRS has notified me that I am no longer subject to backup withholding.

Signature _____ Date _____

By _____ Title _____

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