



Durrett
Sheppard
Steel

6800 East Baltimore Street | Baltimore, MD 21224
TEL (410) 633-6800 | FAX 633-4325

CREDIT APPLICATION

Please print or type.

v-2019

COMPANY INFORMATION			
LEGAL NAME		FEDERAL TAX ID	
TRADE NAME		DUNS NUMBER	
BILLING ADDRESS: STREET		CITY	STATE ZIP
PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS	
DATE ESTABLISHED	ESTIMATED CREDIT LINE /MONTH	DESCRIPTION OF BUSINESS	

New credit lines over \$50K require recent financials

PRINCIPALS PARTNERS OFFICERS			
1. FULL LEGAL NAME	1. TITLE	1. ADDRESS	1. PHONE NUMBER
2. FULL LEGAL NAME	2. TITLE	2. ADDRESS	2. PHONE NUMBER

DEPARTMENT CONTACTS			
ACCOUNTS PAYABLE CONTACT	TITLE	EMAIL ADDRESS	PHONE NUMBER
PURCHASING CONTACT	TITLE	EMAIL ADDRESS	PHONE NUMBER

BUSINESS BANK REFERENCES				
1. BANK NAME	1. TYPE	1. ACCOUNT NUMBER	1. CONTACT	1. PHONE NUMBER
2. BANK NAME	2. TYPE	2. ACCOUNT NUMBER	2. CONTACT	2. PHONE NUMBER

TRADE REFERENCES (3 REQUIRED)		
1. COMPANY	1. CONTACT/TITLE	1. EMAIL ADDRESS OR FAX NUMBER
2. COMPANY	2. CONTACT/TITLE	2. EMAIL ADDRESS OR FAX NUMBER
3. COMPANY	3. CONTACT/TITLE	3. EMAIL ADDRESS OR FAX NUMBER

EXPORT INFORMATION

Will materials purchased from Durrett Sheppard Steel Co., Inc. be exported? Yes No _____ INITIALS
REQUIRED BY LAW

If yes, Durrett Sheppard Steel Co., Inc.'s export form must be completed, signed, and submitted along with a written purchase order. Some items sold by Durrett Sheppard Steel Co., Inc. are commodities that are controlled for export by the United States government under the Export Administration Regulations. Diversion contrary to U.S. law prohibited. Purchaser is responsible to comply with these regulations if the items are to be exported from the United States or re-exported from a foreign country.

SALES TAX & EXEMPTION

Durrett Sheppard Steel Co., Inc. is required to collect State Sales Tax in the state(s) where deliveries are made; **If you wish your purchases to be tax exempt please provide your sales tax exemption certificate(s) with this application.** If special sales tax exemptions apply, a valid exemption certificate copy must be provided with each order. If not exempt, Applicant agrees to pay all sales taxes invoiced.

TERMS AND PURCHASE ORDERS

Applicant attests financial responsibility, willingness, and ability to pay invoices according to terms: **Net 30 Days**

At the discretion of the Durrett Sheppard Steel Co., Inc credit department, additional information may be required for purchases. This could include, but not be limited to, corporate and personal guarantees, joint check agreements, job information, bonds and other security measures as well as temporary changes to terms to accommodate Applicant's purchases.

DEFAULT & LEGAL

The undersigned Applicant hereby applies for credit from Durrett Sheppard Steel Co., Inc. (the "Company") and authorizes inquiry by the Company as to Applicant's credit information. Applicant warrants that the information provided above for the purpose of obtaining credit is true and correct. The Company reserves the right to approve, approve with conditions or disapprove any request for extension of credit in its sole discretion. The amount of credit extended to Applicant will be determined by the Company based on the information provided in this application and may vary from time to time or be withdrawn. All due and owing amounts charged to the open account are Applicant's responsibility. Applicant agrees to pay any and all invoices, charges, fees and costs which Applicant or any authorized person incurs on Applicant's account. Applicant will notify the Company in writing within thirty (30) days of any unauthorized use of Applicant's credit account from date of discovery. Notwithstanding the foregoing, any and all contracts, certificates, invoices and other writings signed on behalf of Applicant by any authorized employee of Applicant shall be deemed to have been executed on behalf of Applicant with full authority.

If the Company is not paid on time, in accordance with the Company's terms, Applicant agrees to pay for all costs and expenses incurred by the Company in connection with the Company's attempts to obtain payment, including fees charged by a collection agency or attorney. Customer agrees that this agreement is to be construed under the laws of the State of Delaware, and that if legal action is brought to enforce this agreement, that Delaware shall be the exclusive jurisdiction and legal venue for said action.

SIGNATURE	
AUTHORIZED SIGNATURE	TITLE
PRINTED NAME	DATE

For immediate processing, return to
acctdept@dssteel.com

Fax (410) 633-4325

Durrett Sheppard Steel Co., Inc.
 Attn: Credit Department
 6800 East Baltimore Street
 Baltimore, MD 21224

FOR OFFICE USE

Territory	Sales Tax	Yes	No
	Background Check	Yes	No
Completed by	Credit Report(s)	Yes	No
	References	Yes	No