



We would like to welcome you to K-V Electronics, Inc. We understand that you would like to be considered for an open line of credit. Please help us by furnishing the following information.

Company Name _____ Corp _____ Partnership _____ Sole Prop. _____
Address _____ City _____ St _____ Zip _____
Bill to Address _____ City _____ St _____ Zip _____
President _____ Acct Payable Contact _____
Controller _____ Purchasing Agent _____
Phone _____ Fax _____ Year Business Started _____
Acct Pay Phone _____ Acct Pay Fax _____ Federal ID # _____

To prove that you are exempt from sales tax, we need to have on file a copy of your state **Tax/Resale Exemption Certificate** filled out completely.

K-V Electronics, Inc, ships all goods F.O.B. our facilities. Any package leaving our dock(s) with a declared value over \$100, will be invoiced an additional transit/parcel/freight insurance charge. This charge will be invoiced according to the declared value rate of the shipping carrier you specify. If your company carries its own Transit/Freight/Parcel Insurance, please send us a Certificate of Insurance so we may have proof on file, and you will be exempt of these charges. Please note that if you do not have your own insurance, and your company's option is not to pay this charge, you will be liable to pay the invoice in full if the package is damaged or lost in transit.

We understand our responsibility according to the option we checked below Please check one:

Signed _____ We have our own Insurance Coverage _____
Title _____ Charge us the insurance _____
Date _____ Don't charge us the insurance _____

We will also need you to provide three trade and one bank reference along with a signed authorization, if it is needed, for us to obtain the information from your bank.

Sincerely,

Joni Vonderohe
Account Manager