

Jaeger Lumber

Building Material Supply Centers

Dear Customer:

We would like to take this opportunity to update your "Account Profile" in our computer.

If you would like to protect your account from "Unauthorized Charges", please supply us with a list of names at the bottom of this form. These names will appear on your billing screen at time of sale and prevent billing errors.

Do you need Purchase Order Numbers or Job Names on your invoices? Just tell us and we can put that message on your account.

The information you provide us can be updated any time. Just call the Credit Department during business hours, or send us a note on company letterhead.

Most of our customers are already using our message system. We urge all our customers to take advantage of this program. If we can be of assistance to you, please call us or return your completed form in the payment envelope provided.

Thank you for your cooperation!

CUT HERE

CUSTOMER NAME: _____ CUST. CODE _____

☐ JOB NAME REQUIRED ON INVOICE ☐ PURCHASE ORDER NUMBER ON INVOICE

THE FOLLOWING ARE AUTHORIZED TO CHARGE ON THIS ACCOUNT:

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For immediate notification, please fax to (908) 686-0196

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