

**All Locations Send To:**  
Electrical Equipment Company  
Credit Department  
1440 Diggs Drive  
Raleigh, NC 27603  
(919) 828-5411  
(919) 833-8481 Fax



**Office Use Only**  
Branch \_\_\_\_\_  
Sales Rep \_\_\_\_\_  
C/L \_\_\_\_\_  
Date \_\_\_\_\_  
Apprv \_\_\_\_\_

[www.eeco-net.com](http://www.eeco-net.com)

All applications may be emailed to [credit.applications@eeco-net.com](mailto:credit.applications@eeco-net.com)

**ELECTRICAL EQUIPMENT COMPANY CREDIT APPLICATION AND TERMS & CONDITIONS**

**TERMS: NET 30 DAYS**

**COMPANY CONTACT INFORMATION**

**DATE**

Company Name: \_\_\_\_\_

Trading as: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Street

City, State, Zip

Shipping Address: \_\_\_\_\_

Street

City, State, Zip

Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_ Toll Free Number: \_\_\_\_\_

AP Contact: \_\_\_\_\_ Telephone # \_\_\_\_\_ Email Address: \_\_\_\_\_

Most Convenient Electrical Equipment Company location for you: (Check One)

- ☐ Richmond, VA   ☐ Norfolk, VA   ☐ Franklin, VA   ☐ Winchester, VA   ☐ Fredericksburg, VA   ☐ Newport News, VA  
☐ South Hill, VA   ☐ Raleigh, NC   ☐ Greensboro, NC   ☐ Laurinburg, NC   ☐ Charleston, SC   ☐ Columbia, SC   ☐ Augusta, GA

**BUSINESS AND CREDIT INFORMATION**

Type of Business (Circle one)   Proprietorship   Partnership   LLC or LLP   Corporation

Years in Business: \_\_\_\_\_ If Incorporated: Year of Incorporation: \_\_\_\_\_ State: \_\_\_\_\_

Owners, Officers or Partners: \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ Home Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

DUNS Number: \_\_\_\_\_ Tax ID Number: \_\_\_\_\_ Credit Limit Requested: \* \_\_\_\_\_

**\*If requesting a credit limit of \$25,000 or above, please enclose most recent financial statements.**

Tax Exempt:   ☐ Yes   ☐ No   **If yes, please send Tax Exemption Certificate**

Preferred Invoicing Method: (circle one)   Mail   EDI   Email

If Email/EDI, please provide address: \_\_\_\_\_

P.O. Required? ☐ Yes   ☐ No   Monthly Statement? ☐ Yes   ☐ No   Prices printed on Delivery Packing Slips? ☐ Yes   ☐ No

**Bank Information- Please sign attached Bank Authorization Request to allow for release of information.**

☐ Checking   Account Number \_\_\_\_\_   ☐ Savings Account Number: \_\_\_\_\_

Bank Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**BUSINESS/TRADE REFERENCES**

**-Must have 3 in order to be processed**

\_\_\_\_\_

\_\_\_\_\_

Company Name \_\_\_\_\_ Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Telephone \_\_\_\_\_ Fax # \_\_\_\_\_



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**BANK REFERENCE AUTHORIZATION**

Date: \_\_\_\_\_

Attn: \_\_\_\_\_

Fax: \_\_\_\_\_

**RE:**

I, \_\_\_\_\_, hereby Authorize, \_\_\_\_\_,  
(Signature of Officer or Agent) (Name of Bank)

To Release Banking information on \_\_\_\_\_,  
(Legal Name of Corporation or other applicant)

To Electrical Equipment Company, for purposes of obtaining a Credit Account with Electrical Equipment Company

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**FOR BANK ONLY** - The above mentioned company/person has applied for an account with Electrical Equipment Company and has given your Bank as a reference. We would appreciate your response and would be glad to reciprocate in the same manner. Please be assured that your reply comes directly to the Credit Department and is held in strict confidence.

**Checking**

Date Opened \_\_\_\_\_

Average Balance \_\_\_\_\_

Current Balance \_\_\_\_\_

Any NSF Checks \_\_\_\_\_

If so, when? \_\_\_\_\_

**Savings**

Date Opened \_\_\_\_\_

Current Balance \_\_\_\_\_

**Line of Credit**

Date Opened \_\_\_\_\_

Limit of Line of Credit \_\_\_\_\_

Current Balance \_\_\_\_\_

Thank you.

**Please return via fax to (919)-833-8481**

**ELECTRICAL EQUIPMENT COMPANY COMMERCIAL CREDIT APPLICATION**  
**ACKNOWLEDGEMENT AND ACCEPTANCE OF TERMS AND TRADING CONDITIONS**

1. This application is made for the purpose of inducing Seller to extend credit to Applicant for the purchase or repair of electrical equipment and supplies, whether ordered orally or in writing and Applicant agrees to pay all invoices or statements of account promptly when due.
2. **CONSENT TO OBTAIN AND USE CREDIT INFORMATION.** Applicant acknowledges the prospective benefit to Applicant of this Application and grants permission to Seller to seek and obtain information from trade references, other merchants, credit reporting services, public records and other reasonable sources to determine if credit for business purposes will be extended. If Applicant is a proprietorship or personal guarantor, personal credit information will be obtained for evaluating business credit. If credit is granted, this permission shall be on going and continuing for so long as the credit account remains open and unpaid and information obtained may be used for collection purposes. If an account is opened credit history may also be supplied to credit reporting services. Upon written request of applicant and after payment of all outstanding balances, the permissions granted pursuant to this Paragraph may be terminated. Applicant represents that this Application and Consent is executed for business purposes only and acknowledges that Seller is not a provider of consumer credit. Applicant waives and releases any and all claims against Seller arising from the obtaining or releasing of credit information done in good faith by Seller. Credit limit may be increased or decreased solely in the discretion of the seller with or without notice to Applicant.
3. Unless written notice to the contrary is received, Seller may accept orders and obtain delivery receipts from any apparently authorized representative of Applicant. If no representative of Applicant is readily available at the delivery address, Seller's records of delivery shall be presumed correct. Contract or job designations provided by Applicant may be relied upon by Seller in allocating sales among multiple contracts or jobs, notwithstanding the combining of purchases to obtain quantity rates or delivery to an address other than the contract or job location.
4. Accounts not paid within thirty (30) days will be subject to a service charge of 1 ½% per month on the unpaid balance. In conformity with NCGS 24-5, the aforementioned rate also applies after judgment. If this account is placed with an attorney for collection, Applicant agrees to pay costs of collection, including reasonable attorney's fees which absent evidence to the contrary shall be deemed thirty-three percent (33%), or the amount allowed by law, of the balance due at the time the account is assigned to the attorney, whether or not suit is filed. If judgment is entered, interest shall continue thereafter at the contract rate until paid in full. If this account is placed with a collection agency, applicant agrees to pay all costs of collection.
5. All claims for errors or unsatisfactory stock must be reported upon delivery and confirmed in writing within ten (10) days; otherwise any claim for adjustment shall be deemed waived. Unless delivered by our truck, all claims for transit damage must be made directly with the carrier.
6. **Except to the extent of a guaranty or warranty provided by the manufacturer, or as may be specifically provided in writing, all products sold by Seller are without any warranties, express or implied, including warranties of merchantability or fitness for a particular purpose. State or Federal laws may limit the application of this paragraph including the disclaimer of warranties.**
7. Any dispute arising under this Agreement shall be governed by the laws of, and shall be resolved in the Courts of, such Courts with jurisdiction over the county in which the pertinent Electrical Equipment Company Branch is situated, in the court in which the project for which goods are to be used is located, or in any county where Electrical Equipment Company has a Branch in the State where the transaction arose. In the event of conflict between this agreement and Applicant's purchase order or other documents prepared by Applicant, or between this agreement and any oral representations or agreements between the parties, this Agreement shall control.
8. No terms and conditions other than those stated herein, and no agreement or understanding, in any way purporting to modify these terms or conditions, shall be binding on Seller without Seller's written consent. Any additional or different terms in the buyer's form are hereby deemed to be material alterations and notice of objection to them and rejection of them is hereby given.
9. This agreement may be terminated by the customer upon written notice delivered via certified mail, return receipt requested to Electrical Equipment Company Credit Department and upon payment in full of all outstanding balances due and owing on the account, and any such revocation shall become effective sixty (60) days after receipt of said written revocation.
10. The Applicant agrees to notify Seller in writing via certified mail, return receipt requested, within seven (7) days upon the change of any information given to Seller in this Application, including but not limited to changes in name, ownership, corporate status or structure, or other material changes.
11. Waiver by Seller of any terms of this Agreement on one or more occasions shall not be deemed a waiver of Seller's right to subsequently enforce the same or other terms of this Agreement.
12. If supplemental information has been provided in support of this Application, whether or not provided simultaneously with the Application, such information shall be deemed incorporated herein and as representations of Applicant to Seller for the purposes of inducing Seller to extend credit to Applicant.
13. If a copy of this Application is transmitted to Seller by any electronic method, Applicant shall promptly forward the original to Seller. Notwithstanding, Seller shall be entitled to rely upon the electronically transmitted copy as conclusive evidence of due execution of the original by Applicant. Person signing this Application warrants that he or she has authority to do so on behalf of Applicant.

APPLICANT: \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_.  
(Print legal name of corporation or other applicant)

By: \_\_\_\_\_ (Seal) Title \_\_\_\_\_  
(Signature of Officer or Agent)

SEAL \_\_\_\_\_

**ELECTRICAL EQUIPMENT COMPANY ADDENDUM TO CREDIT APPLICATION**  
**PERSONAL GUARANTY**

**Personal Guaranty**

TO: Electrical Equipment Company

TO INDUCE ELECTRICAL EQUIPMENT COMPANY TO DO BUSINESS WITH OR CONTINUE BUSINESS WITH THE FOLLOWING BUSINESS ACCOUNT:

(Business name as shown on credit application must be filled in.)

hereinafter referred to as "BUYER", the undersigned as "GUARANTOR" hereby unconditionally, jointly and severally, guarantees the full and prompt payment, and at all times thereafter, of any and all indebtedness, obligations and liabilities of any kind and nature, arising out of the purchase of all such goods and services furnished or to be furnished, whether evidenced by open account, acceptance, note or otherwise. GUARANTOR'S liability shall be for the full balance due by BUYER including applicable interest, court costs and attorney fees.

GUARANTOR hereby expressly waives notice of acceptance hereof, amount of sales, dates of shipment or delivery, and waives notice of any default on the part of the BUYER, or of any extension of time to pay obligations which Electrical Equipment Company may grant, and GUARANTOR does hereby consent to any and all extensions which may be granted to BUYER from time to time. There shall be no obligation on Electrical Equipment Company's part at any time to resort for payment to BUYER or resort to any collateral security, property, liens or any other rights or remedies whatsoever and Electrical Equipment Company shall have the right, but shall not be required, to proceed against the undersigned immediately upon any default by the BUYER.

GUARANTOR further agrees that this shall be an absolute and unconditional personal guaranty of payment and shall be continuing and shall remain in full force and effect until after sixty (60) days written notice by certified mail, return receipt requested, of its discontinuance shall be received by Electrical Equipment Company, and also until any and all such indebtedness, obligations and liabilities, existing before receipt of such notice shall be fully paid and that GUARANTOR's liability hereunder shall not be canceled, nor shall GUARANTOR be released hereunder in consequence of any covenants, agreements or acts by Electrical Equipment Company in delaying with the BUYER. The death of a GUARANTOR shall not terminate this Personal Guaranty until notice is given as provided herein, and every part hereof shall be binding on GUARANTOR, GUARANTOR's heirs, executors, administrators and assigns.

GUARANTOR: \_\_\_\_\_ SSN \_\_\_\_\_  
(Print full name)  
\_\_\_\_\_  
(Signature) (Seal) Date: \_\_\_\_\_ 200\_\_\_\_

Witness: \_\_\_\_\_  
(Signature) Date: \_\_\_\_\_ 200\_\_\_\_

GUARANTOR: \_\_\_\_\_ SSN \_\_\_\_\_  
(Print full name)  
\_\_\_\_\_  
(Signature) (Seal) Date: \_\_\_\_\_ 200\_\_\_\_

Witness: \_\_\_\_\_  
(Signature) Date: \_\_\_\_\_ 200\_\_\_\_

GUARANTOR: \_\_\_\_\_ SSN \_\_\_\_\_  
(Print full name)  
\_\_\_\_\_  
(Signature) (Seal) Date: \_\_\_\_\_ 200\_\_\_\_

Witness: \_\_\_\_\_  
(Signature) Date: \_\_\_\_\_ 200\_\_\_\_

**ELECTRICAL EQUIPMENT COMPANY LOCATIONS**

1440 Diggs Drive, Raleigh, NC 27603 (919) 828-5411  
6900A International Drive, Greensboro, NC 27409 (336) 230-1120  
226 N. Wilkinson Drive, Laurinburg, NC 28352 (910) 276-2141  
7269 Cross Park Drive, N. Charleston, SC 29418  
175 Lott Court, West Columbia, SC 29169 (803) 714-5500  
1431 Marvin Griffin Road, Augusta, GA 30906 (706) 722-6685

1807 Boulevard West, Richmond, VA 23230 (804) 353-7841  
3798 Village Ave. Norfolk, VA 23502 (757) 857-1100  
206 W. Wyck Street, Winchester, VA 22601 (540) 678-9000  
141 Commerce Park Road, Franklin, VA 23851 (757) 569-8161  
625 Lombardy Street, South Hill, VA 23970 (434) 447-7121  
4617 Mine Road, Fredericksburg, VA 22408 (540) 891-8828

802 Blue Crab Road, Newport News, VA 23606

**TOLL FREE # 800-993-EECO**

# **Electronic Funds Transfer Authorization Form**



1. I the undersigned, certify that I am a signer on the account listed below with the authority to grant this authorization.
2. I the undersigned, certify that Electrical Equipment Company, or any agents of Electrical Equipment Company, is authorized to debit the account referenced below via draft (ACH) or other Electronic Funds Transfer (EFT).
3. I the undersigned, certify that the bank referenced below is hereby requested, authorized and directed to honor and treat as authorized, checks, drafts or moneys drawn in my name in accordance with this authorization.
4. I the undersigned, certify that this authorization shall remain in effect and the authority herein given to Electrical Equipment Company shall remain irrevocable until Electrical Equipment Company receives written notice of revocation of such authority. Revocation shall not affect any action taken prior to receipt of such notice.

Customer/Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Bank Name: \_\_\_\_\_

ABA/Transit Routing # \_\_\_\_\_ Account Number \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Name/Title: \_\_\_\_\_ Date: \_\_\_\_\_