



1456 N. Keowee St, Dayton, Ohio 45404

Procedure for Processing New Cash Accounts

- ☒ **Cash** application *completely* filled out with **all required questions & boxes answered**
- ☒ Provide COPIES of EPA(CFC) Card [See Example](#)
- ☒ Copy of Certificate of Liability Insurance(Declaration Page) [See Example](#)
- ☒ Copy of Drivers License
- ☒ If Business Tax Exempt, Attached a completed tax exempt certificate

Cash applications with missing data and signatures will not be processed.

Cash Account Application for HVAC Contractors Only



GENERAL INFORMATION

Please answer all questions in full. All information acquired is confidential.

Company Name: _____ Select Your 2J Branch: _____

Mailing Address: _____

City, State Zip: _____ Phone: _____

If mailing address is a PO box, physical address of business required:

Street Address: _____ City: _____

State: _____ Zip: _____

Do you want to open an Online account to make purchases at 2Jsupply.com? Yes No

Fax: _____ Cell: _____ Email for Invoices: _____

Email Address for Online Account: _____ Date Business Established: _____

Federal ID #: _____ Social Security #: _____ Date of Birth: _____

Corporation

Partnership

Proprietorship

Limited Partnership

Limited Liability Company

Tax Exempt:	Yes	No	If yes, tax-exempt form must be attached
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In order for account to be processed, please attach the below document requested:

Liability Insurance Attached

HVAC License Attached

CFC/EPA attached

Drivers License Attached

If you are intending to pay with a check, please provide the following:

Name of Bank: _____ Branch Address: _____

Type of Account: Business Personal Checking/ATM Savings

Account # _____

Are purchase numbers or job names required? Yes No

It is agreed that the buyer will pay all invoices in accordance with stated terms. Interest will be assessed on delinquent invoices at the rate of 2% per month, (24%apr) together with any court costs, attorney's fees and cost of collection the seller may incur in enforcing the terms of the agreement.

SIGNATURE REQUIRED

Applicant Signature (Owner/Officer): _____

Print Name(Owner/Officer): _____