



1456 N. Keowee St, Dayton, Ohio 45404

1-800-228-1325 | (937) 223-0811

Fax (937) 223-0812

Procedure for Processing New Cash Accounts

To avoid delays in opening and entering into our computer system, please verify you have the **completed** items **before sending to Diane, dianeb@2-Jsupply.com / AR@2-Jsupply.com**

- NEW** cash application *completely* filled out with **all questions & boxes answered**
- Provide COPIES of EPA(CFC) Card
- Copy of Liability Insurance
- Copy of Drivers License
- If Business is 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



Fax or Mail Request to:
Credit Manager, 2J Supply Co. Inc.
1456 N. Keowee St., Dayton OH 45404-1103
Fax: (937) 223-0812
Phone: (800) 228-1325
Email: AR@2-jsupply.com

ONLINE ORDERING

Interested in an online 2J Supply account
Sign up on our website: www.2jsupply.com
and click 'Request Account'.

GENERAL INFORMATION

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

Company Name: _____ Owner Name: _____

Mailing Address: _____

City, State Zip: _____ Phone: _____

Mailing Address: _____

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

Fax: _____ Cell: _____ Email for Invoices: _____

Secondary Email Address: _____ 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***

In order for account to be processed, please include the below items requested:

Liability Insurance Attached CFC/EPA attached HVAC License 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: _____

Print Name: _____