



# HOUSE PARTS®



479 Whitehall St. S.W. Atlanta, GA 30303 P 404.577.5584 F 404.525.6708

## NEW CUSTOMER ACCOUNT SET UP

Business Name

Main Phone #

dba Name

Fax

DUNS #

Website



Attn	Address	City	State	Zip
Bill To:				
Ship To:				

*\*Please Note: HPI does not mail paper copies of invoices.*

### Preferred Method To Receive Order Acknowledgements & Invoices Select One:

FAX NUMBER TO FAX INVOICE

FAX  (  ) -

EMAIL ADDRESS TO EMAIL INVOICE

EMAIL

Type Of Company	Sole Prop	Partnership	Private Corp	Public Corp	Other
CHECK ONE					
Type Of Business	Catalog/ Web	Furniture	Designer	Gifts	Other
CHECK ONE					
Type Of Store	Wholesale	Retail	Workroom	Home Based	Other
CHECK ONE					

HOW LONG IN BUSINESS UNDER CURRENT OWNER?

(    ) Years (    ) Months

FEDERAL TAX ID #

\*\*SALES TAX EXEMPTION #

*\*\*Must send copy of state issued Sales & Use Tax Permit. Can not set up account without permit.*

Size of Store (Square Ft)

# of employees

PURCHASE SUBJECT TO SALES TAX

(    ) YES (    ) NO

PURCHASE ORDERS REQUIRED

(    ) YES (    ) NO

### Preferred Method of Shipping

Cheapest	NextDay	2 Day	UPS Ground	Collect	Third Party
				UPS (    ) FedX (    )	UPS (    ) FedX (    )

	NAME	PHONE NUMBER	EMAIL
Owner's / President's			
Buyer's			
A/P			

Acct #	Name

### How Will You Be Placing Your Orders With HPI

	Via Fax	404.525.6708
	Via Email	<a href="mailto:sales@housepars.com">sales@housepars.com</a>
	Via HPI Website	<a href="http://www.houseparts.com">www.houseparts.com</a>
	Other	

Back Orders Allowed

YES NO

To the best of my knowledge the above facts are represented as true. I am aware that falsification of any of this information may result in the termination to do business with House Part's Inc. Also, by signing below, I am agreeing to all terms and conditions of House Parts Inc.

AUTHORIZED INDIVIDUAL  
(PLEASE PRINT)

SIGNATURE

DATE