



Supplier of Drywall, Metal Framing and Ceiling Products

Dear Applicant,

Enclosed is an application for credit with Ohio Valley Drywall Supply. Please complete the credit application, including original signatures and return it to the address listed below.

- All applications must be signed by **the owner or by a principal officer** of the company.
- We **do not** accept stamped, digital, or copies of signatures. They must be original live ink signatures.
- Please list supplier (materials) references and account numbers. Please do not list contractors, subcontractors, cash accounts, COD, or credit card accounts such as Lowes or Home Depot.
- Please include an Authorized Buyers list if applicable.
- If your company is sales tax exempt, please include a copy of the Tax Exemption Certificate or Resale Certificate.
- We ask that all personal guarantees on our credit application be signed by the owner(s) of the company. The address section on the personal guaranty must include the owner(s) home address and/or the Social Security number section must be completed, so that we can obtain a credit report.
- If a credit account is established please be aware that we **do not** accept credit cards as payment on the account. Accounts must be paid by check or cash.

Upon receipt of the original completed application, please allow our credit department **7 to 10** business days to process the application.

Please mail your original credit application to:

Attn: Credit Department
Ohio Valley Drywall Supply
c/o Capitol Building Supply Company
8429 Euclid Avenue
Manassas Park, VA 20111

Thank you for applying with Ohio Valley Drywall Supply. If you have any questions, please feel free to contact the credit department at 703-631-6634.

*Ohio Valley Drywall Supply
Credit Department*

TRAFFORD YARD
2700 Commerce Circle
Trafford, PA 15085
412-646-1936

WASHINGTON YARD
313 Country Club Road
Meadowlands, PA 15347
724-222-8079

STOW YARD
4445 Allen Road
Stow, OH 44224
330-932-9001

Mail To:

Attn. Credit Department
 Ohio Valley Drywall Supply
 c/o Capital Building Supply Inc.
 8429 Euclid Avenue
 Manassas Park, VA 20111



SALES REP: _____

DATE: _____

CONFIDENTIAL CREDIT APPLICATION

Company: _____ Corporation / Partnership / Proprietor
 Address: _____ Date Established: _____
 City: _____ State: _____ Zip: _____ Is Applicant Tax Exempt: Yes No
 Phone: _____ If Yes Attach Tax Exempt Certificate
 Name of Owners or Principal Officer: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Social Security Numbers: _____
 Name of Bank: _____ City: _____ State: _____ Zip: _____
 Phone: _____ Account #: _____
 Federal Id #: _____

APPLICANT

Ohio Valley Drywall Supply's payment terms are net 25th. This means any material bought in a given month is due the 25th of the following month. The undersigned agrees for the applicant to pay invoices in accordance with payment terms above. The undersigned further agrees, for the applicant, to pay cost of collection of any past due balances including thirty percent (30%) attorney fee, and interest at the rate of eighteen percent (18%) per annum on all amounts past due. If the applicant is not a corporation at the time of this application, and subsequently incorporates his business with or without the knowledge of Ohio Valley Drywall Supply, the applicant agrees to be jointly and severally liable to Ohio Valley Drywall Supply for any indebtedness incurred by or transferred to such incorporation. This credit application shall be governed by Pennsylvania Law and the undersigned, as well as any guarantor, irrevocably agree to submit to venue and jurisdiction in Pennsylvania as to any disputes relating (in any way) to this credit application.

This Credit Application contemplates multiple sales of a variety of material for Incorporation by applicant into one or more improvements located on one or more subdivided or otherwise legally distinct lots, parcels, or units of real property. Applicant agrees that, on the basis of information provided by applicant, Ohio Valley Drywall Supply may designate on the invoice for all materials sold on credit to applicant the lot, unit, or parcel into which material was incorporated and that such designation shall be conclusive and binding as to the use of such materials unless applicant provides to Ohio Valley Drywall Supply in writing a correction of such designation within fifteen (15) days from the date of such invoice. Applicant further agrees that all sales designated as aforesaid to a particular lot, unit, or parcel, from the first sale to the last sale, shall be deemed to be part of one supply contract any lien or collection rights against such lot, unit, or parcel of other rights of collection for such sales.

I authorize Ohio Valley Drywall Supply, Inc. To make whatever credit inquiries necessary to process this credit application.

Name (Print): _____ Title: _____

Signature: _____ Date: _____

Any purchase by the applicant shall constitute a specific acceptance of terms as written above.

PERSONAL GUARANTEE

The undersigned guarantor hereby, jointly and severally, personally unconditionally guarantees payment of total sum due for account indebtedness incurred by Applicant and attorney fees and court costs incurred in enforcing the Guaranty. The attorney's fees for enforcing the Guaranty shall be calculated at thirty percent (30%) of the principal indebtedness and accrued interest under Guaranty. This is a continuing Guaranty and until revoked shall cover all future indebtedness of applicant.

 Guarantor Name (Print) Signature

 Address

 Co-Owner of Assets (Print) Signature

 Address

TRADE REFERENCES - SUPPLIERS

NAME OF REFERENCE: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Account#: _____

NAME OF REFERENCE: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Account#: _____

NAME OF REFERENCE: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Account#: _____

PERSONAL REFERENCES

NAME OF CLOSEST RELATIVE: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Contact Person #: _____

NAME OF BONDING COMPANY: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

OTHER: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

TRAFFORD YARD
2700 Commerce Circle
Trafford, PA 15085
412-646-1936

WASHINGTON YARD
313 Country Club Road
Meadowlands, PA 15347
724-222-8079

STOW YARD
4445 Allen Road
Stow, OH 44224
330-932-9001

