



STEEL SUPPLY, L.P.

TO: ACCOUNTS PAYABLE DEPARTMENT

SUBJECT: CREDIT APPLICATION

On behalf of Steel Supply, L.P., I would like to thank you for your interest in doing business with our company.

Along with this letter is a copy of our Credit Application. Our Credit Policy requires this form to be completed and retained in our files. Please complete the application; making sure to provide the proper signature at the bottom of the page. This is our assurance that you understand and agree to our credit terms. If you have any questions, please feel free to call.

Your account will **NOT** be approved for credit unless the Credit Application form is signed and returned.

Our Credit Policy is as follows: **TERMS** are **NET 30** from date of invoice. Any account exceeding credit terms is subject to credit hold and/or account closing.

Thank you,

Patsy Spiers
Credit Manager

10600 TELEPHONE ROAD, HOUSTON, TX 77075
TEL 713.991.7600 TOLL FREE 866.991.7600 FAX 713.991.0022
WWW.STEELSUPPLYINC.COM OR WWW.DECORATIVEIRON.COM



STEEL SUPPLY, L.P.

Date _____ Company _____

Type of Business _____

Phone _____ Fax _____

Bill to Address _____

City _____ State _____ Zip _____

Ship to Address _____

City _____ State _____ Zip _____

Principals of Company:

Name _____ SS# _____ DL# _____

Address _____ Phone# _____

City _____ State _____ Zip _____

Name _____ SS# _____ DL# _____

Address _____ Phone# _____

City _____ State _____ Zip _____

Credit Limit Request? _____ Date Business Started? _____ Sic. Code _____

Dunn & Bradstreet # _____ Purchase Orders Required? _____ Tax exempt? _____

A/P Contact _____ Email _____

Preference to receive invoices? Fax _____ Email _____

Bank Name _____ Phone# _____ Fax# _____

Acct# _____

Please allow approximately two weeks for processing.

I HEREBY AUTHORIZE YOU TO RELEASE INFORMATION TO STEEL SUPPLY, L.P. FOR THE PURPOSE OF OPENING A CREDIT ACCOUNT.

Signature _____

Printed Name _____



STEEL SUPPLY, L.P.

INDIVIDUAL PERSONAL GUARANTY

The following needs to be filled out by the principal(s) of the company.

I, (We) _____ for and in consideration of your extending credit at our request to _____ hereby personally guaranty to you the payment of any obligation of the above named company and I (We) hereby agree to bind myself to pay you on demand any sum which may become due to you by such company, or which may become due because of credit previously extended by you to such company, whenever such company shall fail to pay the same. It is understood that this guaranty shall be a continuing and irrevocable guaranty and indemnity for such indebtedness of the company. This obligation shall cover the renewal of any claims guaranteed by this instrument or extensions of time of payment thereof. In addition to the above, the guarantors, jointly and severally, agree to pay any and all cost and expenses, including but not limited to attorneys' fees and court cost, incurred in any attempt to collect indebtedness owed to Steel Supply, L.P. by Buyer or in the enforcement of this guarantee.

Date _____

Signed _____ Signed _____

Printed Name _____ Printed Name _____



STEEL SUPPLY, L.P.

CREDIT REFERENCES

COMPANY NAME: _____

ADDRESS: _____ STATE _____ ZIP _____

PHONE: (____) _____ FAX (____) _____

COMPANY NAME: _____

ADDRESS: _____ STATE _____ ZIP _____

PHONE: (____) _____ FAX (____) _____

COMPANY NAME: _____

ADDRESS: _____ STATE _____ ZIP _____

PHONE: (____) _____ FAX (____) _____

COMPANY NAME: _____

ADDRESS: _____ STATE _____ ZIP _____

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TEXAS RESALE CERTIFICATE

| | |
|--|--|
| Name of purchaser, firm or agency | Phone (Area code and number) |
| Address (Street & number, P.O. Box or Route number) | |
| City, State, ZIP code | |
| Texas Sales or Use Tax Permit Number (or out-of-state retailer's registration number or date applied for Texas Permit – must contain 11 digits if from a Texas permit) | |
| <input style="width: 95%;" type="text"/> | <i>(Mexican retailer's must show their Federal Taxpayers Registry (RFC) number on the certificate and give a copy of their Mexican registration form to the seller.)</i> |

I, the purchaser named above, claim the right to make a non-taxable purchase for resale of the taxable items described below or on the attached order or invoice form:

Seller: _____ **STEEL SUPPLY, L.P.**
 Street address: _____ **10600 TELEPHONE RD.**
 City, State, ZIP code: _____ **HOUSTON, TEXAS 77075**

Description of items to be purchased on the attached order or invoice:

STEEL, MISCELLANEOUS STEEL and RELATED ITEMS

Description of the type of business activity generally engaged in or type of items normally sold by the purchaser:

STEEL, MISCELLANEOUS STEEL and RELATED ITEMS

The taxable items described above, or on the attached order or invoice, will be resold, rented, or leased by me within the geographical limits of the United States of America, its territories and possessions, or within the geographical limits of the United Mexican States, in their present form or attached to other taxable items to be sold.

I understand that if I make any use of the items other than retention, demonstration or display while holding them for sale, lease or rental, I must pay sales tax on the items at the time of use based upon either the purchase price or the fair market rental value for the period of time used.

I understand that it is a criminal offense to give a resale certificate to the seller for taxable items that I know, at the time of purchase, are purchased for use rather than for the purpose of resale, lease, or rental and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

| | | |
|--------------------------|-------|------|
| Purchaser sign here → | Title | Date |
|--------------------------|-------|------|

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.