



CREDIT APPLICATION

Character, Customer Service, Employee Owned.

Our purpose is to serve our customers and company with a sense of urgency and a positive attitude. We are dedicated to providing an excellent overall customer experience. We exist to meet the needs of our customers. We create lasting partnerships by operating at the highest standards and accountability.

GENERAL INFORMATION

Company Name _____
 Billing Address _____
 City _____ County _____ State ____ Zip Code _____
 Shipping Address _____
 City _____ County _____ State ____ Zip Code _____
 Telephone _____ Email _____
 Years in Business _____
 Business Type Sole Proprietor Corporation Partnership Other _____
(Must notify Locke Supply Co. in writing of any changes in business ownership or status.)
 Fed ID _____ Requested Credit Line \$ _____

BUSINESS CLASSIFICATION

MRO Industrial
 OEM Industrial
 Residential Electrical Contractor Only
 Commercial Electrical Contractor Only
 HVAC Contractor
 HVAC EPA Certificate # _____
 Plumbing Contractor
 General Building Contractor
 Home Builder
 Commercial Business
 Institutional
 Government
 Utility Companies & Co-Ops
 Distributors
 Miscellaneous
(See Page 2 for detailed descriptions)

NAME & ADDRESS OF OWNER(S), PARTNER(S) OR CORPORATE OFFICER(S)

Name _____ Title _____
 Address _____
 email _____
(Required for consumer credit report)
 Name _____ Title _____
 Address _____
 email _____
(Attach additional sheets if needed)

SERVICE INFORMATION

PO Required Yes No
 Allow BackOrders Yes No
 Email Invoices Yes No
 Email Address _____

CONSENT TO OBTAIN CONSUMER CREDIT REPORT

The undersigned individual who is either a principle of the credit applicant or a sole proprietorship of the credit applicant, recognizing that his or her individual credit history may be a factor in the evaluation of the credit history of the applicant, hereby consents to and authorizes the use of a consumer credit report on the undersigned by the above named business credit grantor, from time to time as may be needed, in the credit evaluation process.

Applicants Signature _____ Date _____
 Joint Applicants Signature _____ Date _____

TRADE (CREDIT) REFERENCES (No BANKS, UTILITIES, CREDIT CARDS OR COD ACCOUNTS)

Name _____ Phone _____ email _____ Acct.No. _____
 Name _____ Phone _____ email _____ Acct.No. _____
 Name _____ Phone _____ email _____ Acct.No. _____

I hereby authorize the trade references named above to release information requested for the purpose of obtaining and/or reviewing credit.

Signature _____ Title _____ Date _____

CUSTOMER CONTACTS (Include Information if Different from Owner(s), Partner(s) or Corporate Officer(s))

Name _____ Address _____ Phone # _____ Business Cell
 Name _____ Address _____ Phone # _____ Business Cell

Complete and email this form to: credit@lockesupply.com or Mail to: Locke Supply Co. Credit Department, PO Box 26128, Oklahoma City, OK 73126 Sign & initial the "Terms and Conditions" and return with this completed form. Incomplete Applications will not be Processed.

1300 S.E. 82nd 73149 • P.O. Box 26128 • Oklahoma City, OK 73126
 PHONE (405)631-9756 • FAX (405)632-2471
 Email to : credit@lockesupply.com

TERMS AND CONDITIONS OF SALE

The Terms and Conditions as defined on this page are the conditions set forth on each and every sale conducted by Locke Supply Co.

LIMITATIONS OF LIABILITY

LOCKE SUPPLY CO. is not the manufacturer of any of the merchandise it sells, but is a wholesaler and specifically disclaims any responsibility on its part for failure of any product to perform as advertised and further disclaims any related or consequential damage responsibility in connection with the service or operation of the products sold, such liability being wholly that of the manufacturer.

PAYMENT TERMS

Net 30 days – All amounts that are due for purchases from Locke Supply Co. are payable at 1300 SE 82nd, Oklahoma City, OK 73149. It is further agreed that this agreement is entered into in the State of Oklahoma and is governed by the laws of the State of Oklahoma. It is further agreed that each unpaid invoice will incur a 2% finance charge for all unpaid balances carried over 60 days. It is also understood and agreed that if this sale is placed in the hands of an attorney, and/or collection agency the Buyer agrees to pay all expenses, including court costs, legal and administrative expenses, attorney and a collection agency fees paid or incurred by Locke Supply Co. Buyer also agrees to pay for all court costs, recording fees, reasonable attorney's fees and other expenses incurred by seller in securing seller's mechanics', lien rights in the event of default by the buyer to pay according to the terms stated above.

RECEIPT OF MATERIALS

Terms of delivery made by our truck are FOB DESTINATION. All material becomes the property of the purchasers upon delivery. Any claims for damage or shortage must be made at the time of delivery and must be noted on the delivery receipt.

RETURNED MATERIALS

Unless due to seller's error, no materials are to be returned or credit allowed without seller's prior authorization. Authorized material returned in good condition is credited at invoice prices less a restocking fee to cover handling and service charges and expenses. Special ordered, non-stock merchandise may not be returned. A purchase receipt must accompany all returns for credit.

DISPUTED INVOICE

Please notify our credit department immediately for any invoice dispute. This can be done by email Credit@LockeSupply.com, phone (405) 631-9756, or mail to Locke Supply Co. Attn: Credit Department PO BOX 26128 Oklahoma City, OK 73128. Invoices are deemed valid after 60 days of invoice date and will be payable and due in agreement with stated invoice terms.

(INITIALS: _____)

PLEASE SEND TAX EXEMPTION CERTIFICATE IF TAX EXEMPT

The undersigned does hereby agree that this account will be due Net 30 days from the date of the invoice. Items not paid by the due date will be charged a service charge based on the maximum rates allowed by the state in which the charge is applicable.

Company Name _____ Signature _____

In consideration of extending credit to the above applicant, the undersigned does hereby guarantee payment of the above account on demand.

Signature _____ Date _____

Signature _____ Date _____

BUSINESS CLASSIFICATION DESCRIPTIONS

- **MRO Industrial** - manufacturing facility that buys material to use for maintenance and repair of the facility; Examples: Electric Motor Shop, Newspaper, Elevator Co., Pump Service, Welding Shop, Machine Shop
- **OEM Industrial** - manufacturing company that buys material for use in their finished products; Examples: Automation System House
- **Residential Electrical Contractor Only** - company that wires single family and multi-family dwellings only
- **Commercial Electrical Contractor Only** - company that does no residential work, only commercial
- **HVAC Contractor** - Refrigeration, air conditioning & heating
- **Plumbing Contractor** - Company that is primarily engaged in installing and servicing plumbing and/or heating and air-conditioning equipment. The work performed may include new work, additions alterations, maintenance and repairs.
- **General Building Contractor** - building contractor that builds structures other than single family residences
- **Home Builder** - building contractor that builds single family residences as their main business operation
- **Commercial Business** - Examples: Hotel, Motel, Retail Store, Restaurant, Bank, Property Development & Management Company, Mobile Home Dealer, Farm, Ranch, Sign Company, Apartment Bldg., Auto Dealership, Automotive Store, Hardware Store
- **Institutional** - Examples: Health Care Facility, School, College, University, Prison, Retirement Home, Hospital, Church
- **Government** - Examples: Military, Airport, City Office, Post Office; Federal, State, County or City Office
- **Utility Companies and Co-Ops** - Electricity, Natural and Propane Gas, Telephone, Water, Cable TV
- **Distributors** - competitors in the plumbing, HVAC or electrical distribution industry
- **Misc.** - any customer that does not fit into one of the above categories

SALES INFORMATION (TO BE COMPLETED BY A LOCKE SUPPLY ASSOCIATE)

Associate _____ Date _____ Branch # _____