



Eastern Distribution Centre
 425 Herbert Street
 Gananoque, Ontario K7G 1R2
 Phone: (613) 344-1664

Western Distribution Centre
 32 – 4216 54th Ave SE
 Calgary, Alberta T2C 2E3
 Phone: (587) 317-3422

Email: accounting@wesharesupply.com
www.wesharesupply.com
www.acmpr.wesharesupply.com

Toll Free Telephone: 1-844-471-3913

Fax: 613-900-1043

NEW CUSTOMER SETUP FORM

COMPANY INFORMATION			
Company Name		Buyer(s)	
Billing Address (Address, City, Province, Postal Code)		Ship-to Address (If different from the bill-to address)	
Phone/Fax		Email	
Type of Business	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other	Does the ship-to address require a tailgate?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Length of Time in Business	

ACCOUNTING/TAX INFORMATION			
GST/HST		AP Contact	
QST (if applicable)		AP Phone Number	
PST (if applicable)		AP Email	
		Email for Invoices	

BANK INFORMATION			
Bank Name		Contact Person	
Bank Address		Phone	
		Fax	
		Email	
Type of Account	<input type="checkbox"/> Checking Account <input type="checkbox"/> Savings Account	Checking Account Number:	
		Savings Account Number:	

Agreement
<p>1. All invoices are to be paid 30 days from the date of the invoice. Claims arising from invoices must be made within 5 business days.</p> <p style="padding-left: 40px;">a. Payment not made in the 30 days may subject to being taken off net 30 days terms and put on cash/credit card.</p> <p>2. By submitting this document, you authorize We Share Supply Inc to make inquiries into the banking reference that you supplied.</p>

Signatures		
Signature		Date
Name and Title		

*** Please email completed form to accounting@wesharesupply.com ***

***** Please address and mail all cheques to the Eastern Distribution Centre in Gananoque, Ontario. *****



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CREDIT REFERENCES

Please provide at least 4 credit references.

Providing more than 4 credit references will speed up the process, as not all of them will respond immediately.

CREDIT REFERENCE #1			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #2			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #3			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #4			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #5			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #6			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	
CREDIT REFERENCE #7			
Company Name		Contact Name	
Full Address		Phone Number	
		Email	

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