



Est. 1920

ELECTRICAL ENGINEERING & EQUIPMENT COMPANY

To Contact the 3E Credit Department call 515.273.0100

Application for Credit

PRINT, FILL OUT AND FAX TO 515.273.0108

Company Name _____ Date _____

Mailing Address _____

City _____ County _____ State _____ Zip Code _____

Telephone No. (____) _____ Fax No. (____) _____

Cell Phone No. (____) _____ E-mail _____

Shipping Address _____

(Please use your full address, 3E cannot ship to PO Boxes)

City _____ State _____ Zip Code _____

Telephone No. (____) _____ Fax No. (____) _____

Accounts Payable Contact

Name _____

Telephone No. (____) _____

Type of Organization:

(check one)

- Corporation
- Partnership
- Individual (SSN Required)

SS# _____

Type of Business:

(check all that apply)

- Contractor
 - Mechanical
 - Electrical
 - Control
 - General
 - Lighting
 - other _____
- Industrial
- Commercial
- Education
- Government
- Utilities
- Hospital
- Other _____

Banking References

Name of Bank _____

Bank officer you deal with _____ Telephone No. (____) _____

Fax No. (____) _____

Monthly Credit Requirements \$ _____

Principal Owners & Social Security Numbers

Name	Title	Address	SS No.
_____	_____	_____	_____
_____	_____	_____	_____

Year Business Started _____ Years at Present Location _____

Trade References

Name	Address	City	State	Zip Code	Telephone
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Our firm is financially able to meet any commitments we have made and we expect to pay your invoices according to your terms. We further agree to pay any penalty for late payment which may accrue because of our delinquency of payment within terms as stated on our invoice/statement, including seller's reasonable attorneys and collection fees and costs. I/We realize that you expect to investigate my/our credit report. I/We further give any and all necessary information to you which will assist you in your credit investigation, and release any claim I/we have for breach of contract or invasion of privacy because of information furnished to you. If you should act adversely on my/our application of credit, I/we have the right, within 30 days after such action, to request in writing to give the reasons for such action. Any records on which a credit decision you make is based need not be retained for more than 90 days unless within that period I/we request in writing that you retain the records for 25 months.

Signature _____ Title _____ Date _____

Electrical Engineering & Equipment Company

953 73rd St. • Windsor Heights, IA 50324
Phone: 515.273.0100 • FAX: 515.273.0108

TERMS & CONDITION OF SALE

STOCK MATERIAL

3E will accept for full credit any normal stock item(s), in normal stock quantities, subject to the following conditions:

1. The material must be in the original carton and in resalable condition.
2. The material has been purchased within the past 120 days.
3. The customer furnished 3E with the invoice/sales order number on which the material was purchased.
4. Any applicable cash discounts will be deducted from credits.

10% restocking charge will apply when a normally stocked item is returned to 3E without the customer supplying the invoice/sales order number of the original purchase.

25% restocking charge will apply when material is returned after 120 days.

Material will not be accepted for return if any of the following conditions apply:

1. Material is not in original container or package.
2. Material was purchased more than one (1) year prior.
3. Material is obsolete.
4. Quantities are greater than those normally stocked by 3E
5. Material has been altered, installed or energized. (*Example cut wire*)

NON-STOCK & SPECIAL ORDER ITEMS

3E will accept for return to the manufacturer any special order or non-stock merchandise subject to the following conditions:

1. Customer must provide the invoice/sales order number of the original purchase.
2. Manufacturer has issued a Return Goods Authorization (RGA).
3. Material must be in the original container or package.
4. Material must be in the original resalable condition.
5. Customer agrees to accept all restocking, freight, and handling charges
6. Any applicable cash discounts will be deducted from credits.

3E or Manufacturer Error— 3E will accept for immediate and full credit any item(s) shipped incorrectly by 3E or any of our manufacturers if returned within 30 days.

Defective Material— 3E will accept for credit or exchange any defective material subject to the terms and conditions of the manufacturers stated warranty. All material is subject to inspection and if found to be in working condition will be returned to the customer.

Damaged Material— 3E will accept for full credit any material damaged during delivery on a 3E delivery truck. Damaged material will be picked up and credited or replaced as soon as possible. 3E must be notified within 5 working days of any such damaged goods.

Limitation of Liability— 3E will not accept responsibility for any expenses such as labor, transportation, removal, installation, or other expenses which may be incurred in connection with damaged or defective equipment without prior written approval.

All prices F.O.B. point of shipment are subject to change without notice. 3E responsibility ceases upon delivery in good order to the transportation company.

Payment Terms— Cash discounts 10th prox., net25th prox.

Any sale/use tax due on material is the responsibility of the purchaser.

1% service charge on delinquent accounts.

Electrical Engineering & Equipment Company offers no warranties expressed or implied as to quality, durability, workmanship, performance, operation or fitness of any material or apparatus sold. Electrical Engineering Company disclaims all liability including consequential or special damages. Warranties only provided by the manufacturer in writing apply to all articles, material and apparatus sold by Electrical Engineering & Equipment Company. Such warranties as provided by the manufacturer will be provided to any customer upon request.