

Credit Application and Agreement



Please fill out this form and e-mail it to Hermitage Automation & Controls:  
lsouthworth@hermitageautomation.com

Name of Person Completing This Application: \_\_\_\_\_

Title: \_\_\_\_\_

Complete Business Name: \_\_\_\_\_

Federal Identification #: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Business Email to send Invoices: \_\_\_\_\_

Business Shipping Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

**Business Type** (Please Circle One):

Sole Proprietor

Corporation

Limited Partnership

Partnership

Limited Liability Company

State Of Incorporation: \_\_\_\_\_

Age of Business: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

*If the business is a Partnership, Corporation, Limited Liability Company or Limited Partnership, please provide the name of each partner, corporate officer or member below.*

**Name & Title:**

1. \_\_\_\_\_

2. \_\_\_\_\_

**Commercial Bank:** \_\_\_\_\_

Contact Name: \_\_\_\_\_

Bank Phone #: \_\_\_\_\_

Last 4 digits of Checking Account #: \_\_\_\_\_

*Any notification of change in the name, composition, form of organization, or financial structure of the applicant must be mailed, certified mail, return receipt requested to the seller at: 10080 Patterson Park Rd., Ashland, VA 23005*

**Trade References:** *(References are contacted via email)*

**Company Name, Contact Name, Email address and Phone number:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Note:**

**If applicant is exempt from sales taxes, an exemption certificate must be provided to avoid being charged for sales taxes on your invoices.**

For value received and in consideration of Hermitage Automation & Controls, Inc. ("The Seller") extending credit to and providing product and services to the above named individual, partnership, corporation, limited liability company or limited partnership ("The Buyer"), the undersigned does hereby agree to abide by all terms and conditions as stated on the invoices. The undersigned has given the above information for the purpose of obtaining credit for services and materials to be rendered and represents that said information is accurate and complete. In addition, we agree to allow Hermitage Automation to investigate our credit for purposes of extending credit.

**The undersigned agrees to pay for all goods and services provided within 30 days (unless otherwise stated on the invoice) from the invoice date.** The undersigned agrees that freight and delivery charges are passed through and the responsibility of the buyer. The undersigned understands that a service or finance charge of 1 1/2% per month or 18% per annum is charged for each month for past due amounts unpaid. In the event the account is turned over to an attorney for collection, the undersigned agrees to pay attorney's fees of 33 1/3% of the amount turned over for collection and any and all costs incurred in collection. Furthermore the undersigned waives the right to all exemptions including the homestead exemption.

The undersigned agrees that the general district court or the circuit court of the City of Richmond, Virginia shall be the proper venue for any action brought to collect any past due sums.

This agreement shall remain in effect as long as the undersigned shall remain indebted to Hermitage Automation & Controls, Inc., its successors and assigns.

**Signed By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_