



AMERICAN FLEET SERVICES

7714 Commerce Park Oval * Independence, OH 44131 * Phone: 216-447-6060 * Fax: 216-447-9132

CONFIDENTIAL CREDIT APPLICATION



American Fleet Services Credit Policy & General Credit Conditions

Introduction

We would like to take this opportunity to thank you for your recent inquiry into the many services and/or products that **American Fleet Services** has to offer your company.

The best way to form a productive Credit Partnership is to develop appropriate lines of communication and to make sure that information flows in both directions as needed and is appropriate.

Our job in the credit department is to make sure that **American Fleet Services** products and service are always available to you while being conscientious with regard to our responsibility to safeguard our company's assets.

We will always work hard with you to keep your credit line with **American Fleet Services** available to you and in healthy shape.

Establishing a Credit Limit and Open Account Status

In order to establish first time credit with **American Fleet Services** you will need to complete the standard **American Fleet Services** credit application. It should be completely filled out in its entirety and signed by an owner; if your company is not a corporation, or by an authorized officer if it is a corporation. The form authorizes your references to divulge basic credit information to us. A copy of this form is included with this document.

Generally, the Credit Application will include the name of your company's major bank, account number and three recent trade references. We will need the contact name, address, phone and fax number for each. Please refer to the application for complete details.

Standard Payment Terms

After approval of credit **our standard terms are net 30 days, 2% discount net 10 days.** Our policy is to strictly enforce these terms. However, if you need special assistance please feel free to call our accounts receivable department in a timely manner to make arrangements.

Accounts that are delinquent will be placed on Credit hold or on COD status. Bringing the account current will clear this hold status. If the account is continuously late it may be placed on a long-term COD basis.

Credit Limits

Credit limits are set after a careful review of your needs and analysis of financial data submitted. In cases, that in our opinion, warrant additional care we may request a personal guarantee by the appropriate person in your organization.

Intent of the Document

This cover letter is intended as an overview and you should carefully read the complete terms and conditions outlined in the **American Fleet Services** credit application.

Thank you for your consideration. We at **American Fleet Services** are looking forward to a continued and mutually beneficial alliance with your firm.

Joseph P. Schuerger

President
American Fleet Services

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The undersigned company is applying for credit with American Fleet Services and agrees to abide by the standard terms and conditions as printed on page 4 of this application.

Company		Web Site Address:	
DBA (if different) _____			
Contact person		E-Mail:	
Billing: Street Address			
City	State	Zip	County
Phone		Fax	
Shipping: Street Address			
City	State	Zip	County
Phone		Fax	
Type of business	Date established	No. of employees	

Types of products you will purchase		Amount of credit requested \$	
Have you ever filed bankruptcy? () No () Yes What Year? _____ What Type? _____			
Are you sales tax exempt?		<input type="checkbox"/> No	<input type="checkbox"/> Yes Tax exempt #: _____
<i>If yes, please attach tax-exempt certificate, as state law requires. Tax "MUST" be charged until we receive the proper form!</i>			
Have you ever had credit with us before?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, under what name?			
Authorized Purchasers:		E-Mail: _____	
Purchase order required?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
A/P Contact:	E-Mail:	Sales Contact:	E-Mail:

Are you a: <input type="checkbox"/> CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> SOLE PROPRIETORSHIP	FEDERAL TAX IDENTIFICATION NO.:
COMPLETE APPROPRIATE SECTION BELOW	
<input type="checkbox"/> CORPORATION State of incorporation _____	
Names, titles, and addresses of your three chief corporate officers	
1) _____	
2) _____	
3) _____	
Name and address of your resident agent (if applicable)	

<input type="checkbox"/> PARTNERSHIP
Names, addresses and Social Security Numbers of the partners

<input type="checkbox"/> SOLE PROPRIETORSHIP
Names, addresses and Social Security Numbers of the owner(s)

TRADE REFERENCES
 (EXCLUDE FINANCIAL INSTITUTIONS; VEHICLE LEASES; FUEL; OIL COMPANIES; CREDIT CARDS; OR DEPARTMENT STORES)

#1	Name
	Address
	Phone Fax
2	Name
	Address
	Phone Fax
#3	Name
	Address
	Phone Fax

BANK REFERENCES

#1	Name of bank
	Address
	Phone Fax
	Contact person
	Account #
#2	Name of bank
	Address
	Phone Fax
	Contact person
	Account #

AGREEMENT TO TERMS

I represent that the above information is true and is given to induce American Fleet Services to extend credit to the applicant. My company and I authorize American Fleet Services to make such credit investigation as they see fit, including contacting the above trade references and banks and obtaining credit reports. My company and I authorize all trade references, banks, and credit reporting agencies to disclose any and all information concerning the financial and credit history of my company and myself.

I have read the terms and conditions stated below and agree to be bound by them in all respects.

Credit application will not be reviewed or considered if not signed by an officer of the company.

Signature of Corporate Officer: X _____

Printed name: _____ Company Name: _____

Date: _____ Title: _____

CREDIT CARD AUTHORIZATION

American Fleet Services is authorized to charge the following credit card account on delinquencies of sixty (60) days or more:

Signature of Corporate Officer: X _____ Date: _____

Visa MasterCard American Express Card No.: _____

Expiration Date: _____

GENERAL TERMS AND CONDITIONS AND PERSONAL GUARANTEE

Credit application will not be reviewed or considered if not signed by an officer of the company.

1. Invoices are sent out daily as services and or part purchases occur. You may take an additional 2% discount as indicated on the invoice if you pay the invoice within 10 days of its invoice date.
2. All invoices become payable thirty (30) days from the invoice date. If not paid by within these terms, the invoice is considered past due.
3. All companies that require purchase order numbers for invoice payment processing must provide subject purchase order numbers at the time of the repair service authorization and / or part sales order. At no time will a vehicle be released to the customer prior to a purchase order acquisition and or signing afs' service order / invoice document!
4. A service charge of 1.5% per month will be added to all amounts invoiced if not paid within thirty (30) days.
5. No additional credit will be extended to past due accounts unless satisfactory arrangements are made with our credit department, in writing.
6. Your account will be assigned a MAXIMUM CREDIT LIMIT, subject to review at anytime, and should your unpaid balance exceed this limit, you will be required to make a payment on your account prior to the due date or accept purchases on a "CASH ON DELIVERY" basis until such time as your balance is reduced to within your credit limit. American Fleet Services reserves the right to discontinue "CHARGE" shipments should your account become past due; if there is an ownership change; in the event of bankruptcy; or at anytime American Fleet Services, for good cause, deems itself insecure.
7. The applicant hereby authorizes a full and complete investigation by american fleet services and understands that american fleet services will not process a "CHARGE" order until a signed and completed credit application has been submitted and approved.
8. Should it become necessary to place this account in the hands of an attorney for collection, applicant agrees to pay the reasonable attorney's fees and all costs of collection.
9. This CONFIDENTIAL CREDIT APPLICATION contains all terms negotiated between the parties and may be modified only upon written agreement between american fleet services and the applicant.

AMERICAN FLEET SERVICES USE ONLY

FLEET MGR: _____ APPLICATION TAKEN BY: _____

TYPE: CHARGE COD SALES TAX EXEMPT: YES NO

APPROVED / DENIED _____ (ACCOUNTING) DATE: ___/___/___ (SLS)

APPROVED / DENIED _____ (JPS) DATE: ___/___/___ (JPS) CREDIT LIMIT: \$ _____

LABOR RATE IF OTHER THAN DEFAULT RATE: \$ _____ PARTS LEVEL: 0 1 2 3 4 5 (JPS)

S2K PROCESSED BY: _____ DATE: ___/___/___

NOTES:

**STATE OF OHIO
DEPARTMENT OF TAXATION
SALES AND USE TAX
BLANKET EXEMPTION CERTIFICATE**

The purchaser hereby claims exception or exemption on all purchases of tangible personal property and selected services made under this certificate from:

AMERICAN FLEET SERVICES

(vendor's name)

and certifies that the claim is based upon the purchaser's proposed use of the items or services, the activity of the purchaser, or both, as shown hereon:

PURCHASER MUST STATE A VALID REASON FOR CLAIMING EXCEPTION OR EXEMPTION.

Purchaser's Name

Street Address

City

State

Zip

Signature and Title

Date Signed

Vendor's License Number, if any

Vendors of motor vehicles, titled watercraft and titled outboard motors may use this certificate to purchase these items under the "resale" exception. Otherwise, purchasers must comply with rule 5703-9-10 of the Administrative Code.

This certificate cannot be used by construction contractors to purchase material for incorporation into real property under an exempt construction contract. Construction contractors must comply with rule 5703-9-14 of the Administrative Code.

This certificate shall continue in force until revoked and shall be considered a part of each order given to the above named vendor unless the order specifies otherwise.

Request for Taxpayer Identification Number and Certification

**Give form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) AMERICAN NATIONAL FLEET SERVICES	
	Business name, if different from above AMERICAN FLEET SERVICES	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
	Address (number, street, and apt. or suite no.) 7714 COMMERCE PARK OVAL	Requester's name and address (optional)
	City, state, and ZIP code INDEPENDENCE, OH 44131	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number
34 1459629

Part II Certification

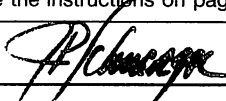
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here

Signature of U.S. person ▶



Date ▶ January 04, 2010

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,