

NEW ACCOUNT APPLICATION
Accardi Foods Inc and it's division, Espresso Plus
 85 Commercial Street Medford, MA 02155
 Tel 781-391-2400 Fax: 781-391-4494
 www.accardifoods.com

Accardi Salesperson: _____

Section 1: Company Information (Please Print Clearly)

Business Name:		Legal Name:			
Delivery Address:		City:		State & Zip	
Delivery Instructions:			Lock Box Code:		
Buying Contact:		Title:	Phone:	Fax:	E-Mail Address:
Years in Business:	Federal Tax ID:	Type of Business: <input type="checkbox"/> Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Other:			
Owners/Officers:					
Name:		Title:	Social Security #		Phone #

Section 2: Billing Information

Accounts Payable Contact:		Phone:	E-Mail Address:	<input type="checkbox"/> E-Mail Statement
Billing Address:			City:	State & Zip

Section 3: Trade References

1	Company:	Contact:	Phone:	Fax/Email:
Street Address:		City:		State & Zip
2	Company:	Contact:	Phone:	Fax/Email:
Street Address:		City:		State & Zip
3	Company:	Contact:	Phone:	Fax/Email:
Street Address:		City:		State & Zip

Section 4: Banking Information

Bank Name:		Contact:	Phone:	Fax/Email:
Street Address:		City:		State & Zip
Checking Acct. #:			Savings Acct #:	

Section 5: Account Options (Select One)

Type of Account Applying for: <input type="checkbox"/> C.O.D. <input type="checkbox"/> Credit Terms		<input type="checkbox"/> Credit Card		Type of Card: <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard	
Card #:		3-4 digit Security Code:		Keep Credit Card on File? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name on Card:		Expiration Date:	Card Zip Code:	Do you wish to be set up for online ordering? <input type="checkbox"/> Yes <input type="checkbox"/> No	

I hereby authorize the bank and references shown above to release financial information regarding our account to Accardi Foods. All information is in confidence and without recourse. Customer signature is agreement to terms on Accardi Foods and/or Espresso Plus' Standard Form Invoice and our Credit Policy. Customer also agrees to pay any legal fees incurred by Accardi Foods and/or Espresso Plus for collection of delinquent account.

I (we) authorize you to whom this application is made or your agents, to investigate my/our financial responsibility and credit worthiness. I (we) agree and understand that personal credit reports may be drawn to aid in the evaluation process, as deemed necessary.

 Authorized/Personal Guarantee Signature _____
Print Name _____
Date

*Applications received without required information and signature will not be awarded credit terms
 *First 2 orders are processed as COD or can be pre-paid by credit card



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Website: www.accardifoods.com

Credit Policy

To our valued customer,

Thank you for choosing Accardi Foods and Espresso Plus as your provider of specialty foods, equipment, and repair services.

For new customers, the first two orders and/or equipment repairs will be delivered COD (we accept cash, certified checks, and Visa/MC). For customers requesting credit terms, please submit a completed and signed credit application. Credit terms will be established based on several factors and are subject to change. Payment is required within the terms specified on each invoice. Delinquent invoices will incur interest and collection costs, and orders or repair requests from accounts with past-due balances will be processed at Accardi and Espresso Plus's discretion.

To ensure you receive the quality service you deserve, we strictly enforce our credit policy. You will receive an invoice with each delivery and a work order for equipment repairs, along with monthly statements reflecting all open balances. For questions on invoices, please contact your salesperson or our Credit Manager, Russ Beegan (x201), and A/R Manager, Grace Snow (x124), at 781-391-2400. For equipment repair inquiries, please contact Espresso Plus's Customer Service (x100), at 781-396-2100.

Please submit completed credit applications to **AR@accardifoods.com** or fax to **781-533-9037**.

We are dedicated to providing quality products, reliable service, and personal attention. Please do not hesitate to reach out if you have any questions or concerns. We look forward to working with you.

Sincerely,

Angela DeVirgilio

Accardi Foods