



1301 CRANBERRY ST. ERIE PA 16501
 Mailing: P. O. Box 1818, Erie, PA 16512
 Telephone: (814) 453-4969
 Fax: (814) 455-7917

APPLICATION FOR OPEN ACCOUNT

Date: _____

Name: _____

Shipping address: _____

Billing address: _____

Telephone: _____ Fax: _____

Corporation _____ Partnership _____ Proprietorship _____

Type of business _____

Expected dollar purchases per month \$ _____

Names of principals: _____

Are you a division of or related to any other company? Yes _____ No _____

If yes, name of company and address of home office. Relationship: _____

BANK INFORMATION

Name of bank: _____

Address: _____

Telephone: _____ Bank Officer: _____

Checking account number(s) _____

Loan account number(s) _____

STEEL REFERENCES

	NAME	ADDRESS	PHONE:
1.	_____	_____	FAX: _____
2.	_____	_____	PHONE: _____ FAX: _____
3.	_____	_____	PHONE: _____ FAX: _____

_____ Check here if cash sales are okay until credit is approved.

TERMS: 1/2% 10 days net 30 days. A 1-1/2% per month (18% per annum) service charge will be added to invoices not paid when due. All legal fees incurred in course of collecting unpaid balances will be paid by account applicant.

We certify that all information on this form is correct; and that we fully understand your credit terms and agree to the proper payment in consideration of extended credit.

_____ SIGNED _____ DATE _____



Mailing Address: P.O. Box 1818
Erie, PA 16512

Physical Address: 1301 Cranberry Street
Erie, PA 16502

Telephone: 814-453-4969
Fax: 814-455-7917

Please fill out the following form if you would like to receive your invoices either by fax or e-mail. If you would like to continue receiving your invoices by postal service, no action is required.

Company Name _____

Address _____

All future invoices should be sent by:

_____ **Fax - fax number:** _____

_____ **e-mail- e-mail address:** _____

Any additional comments or requests:

Form may be faxed to 814-455-7917 or e-mailed to shetrick@econsteel.com



PENNSYLVANIA EXEMPTION CERTIFICATE

- STATE AND LOCAL SALES AND USE TAX
- STATE 6% AND LOCAL 1% HOTEL OCCUPANCY TAX
- PUBLIC TRANSPORTATION ASSISTANCE TAXES AND FEES (PTA)
- VEHICLE RENTAL TAX (VRT)
- ADDITIONAL LOCAL, CITY, COUNTY HOTEL TAX **

This form cannot be used to obtain a Sales Tax Account ID, PTA Account ID or Exempt Status.

(Please Print or Type)
**Read Instructions
On Reverse Carefully**

THIS FORM MAY BE PHOTOCOPIED – VOID UNLESS COMPLETE INFORMATION IS SUPPLIED

CHECK ONE: **PENNSYLVANIA TAX UNIT EXEMPTION CERTIFICATE (USE FOR ONE TRANSACTION)**
 PENNSYLVANIA TAX BLANKET EXEMPTION CERTIFICATE (USE FOR MULTIPLE TRANSACTIONS)

Name of Seller, Vendor or Lessor			
Street	City	State	ZIP Code

NOTE: Do not use this form for claiming an exemption on the registration of a vehicle. To claim an exemption from tax for a motor vehicle, trailer, semi-trailer or tractor with the PA Department of Transportation, Bureau of Motor Vehicles, use one of the following forms:

- FORM MV-1**, Application for Certificate of Title (first-time registrations)
- FORM MV-4ST**, Vehicle Sales and Use Tax Return/Application for Registration (other registrations)

Property and services purchased or leased using this certificate **are exempt** from tax because: (Select the appropriate paragraph from the back of this form, check the corresponding block below and insert information requested).

- 1. Property or services will be used directly and predominately by purchaser in performing purchaser's operation of: _____
- 2. Purchaser is a/an: _____ holding Sales Tax Exemption Number _____
- 3. Property will be resold under Account ID _____ (If purchaser does not have a PA Sales Tax Account ID, include a statement under Number 8 explaining why a number is not required).
- 4. Property or services will be used directly and predominately by purchaser performing a public utility service.
 PA Public Utility Commission PUC Number _____ and/or U.S. Department of Transportation MC/MX _____
- 5. Exempt wrapping supplies, Account ID _____ (If purchaser does not have a PA Sales Tax Account ID, include a statement under Number 8 explaining why a number is not required).
- 6. Canned computer software purchased by a financial institution subject to the Bank and Trust Company Shares Tax (Article VII) or the Mutual Thrift Institutions Tax (Article XV).
- 7. Canned computer software licenses that are billed to a PA address but used outside of PA. The total number of software licenses purchased for invoice # _____ is _____. The total number of users accessing and using the software outside PA is _____.
- 8. Other _____
(Explain in detail. Additional space on reverse side).

I am authorized to execute this certificate and claim this exemption. Misuse of this certificate by seller, lessor, buyer, lessee or their representative is punishable by fine and imprisonment.

Name of Purchaser or Lessee	Signature	EIN	Date
Street	City	State	ZIP Code

1. ACCEPTANCE AND VALIDITY:

For this certificate to be valid, the seller/lessor shall exercise good faith in accepting this certificate, which includes: (1) the certificate shall be completed properly; (2) the certificate shall be in the seller/lessor's possession within 60 days from the date of sale/lease; (3) the certificate does not contain information which is knowingly false; and (4) the property or service is consistent with the exemption to which the customer is entitled. For more information, refer to Exemption Certificates, Title 61 PA Code §32.2. An invalid certificate may subject the seller/lessor to the tax.

2. REPRODUCTION OF FORM:

This form may be reproduced but shall contain the same information as appears on this form.

3. RETENTION:

The seller or lessor must retain this certificate for at least four years from the date of the exempt sale to which the certificate applies.

⚠ IMPORTANT: DO NOT RETURN THIS FORM TO THE PA DEPARTMENT OF REVENUE.

4. NONPROFIT EXEMPT ORGANIZATIONS:

This form may be used in conjunction with form REV-1715, Exempt Organization Declaration of Sales Tax Exemption, when a purchase of \$200 or more is made by an organization which is registered with the PA Department of Revenue as an exempt organization. These organizations are assigned an exemption number, beginning with the two digits 75 (example: 75000000).

