

INFORMATION SHEET FOR PREPAID ACCOUNTS

HENSON LUMBER LTD

P.O. BOX 340 CRESSON, TEXAS 76035

(817) 396-4321 PHONE / (817) 887-0884 FAX / INFO@HENSONLUMBER.COM

Date _____

Sales Rep _____

Name of Account: _____

Building Site Address: _____

(street)

(city)

(zip code)

Telephone # _____ Fax# _____

E-mail _____

Home Address: _____

(street)

(city)

(zip)

Prepaid accounts are for our customer who desires to pay in advance or cannot provide us with credit information to receive a 30 day account. **Prepaid accounts must carry a credit balance before we can ship any product.** This is not a charge account and is read by the computer system as a different account. Therefore the account is deemed closed unless it shows a credit balance. To insure a constant flow of product to your job, the suggestion is to pay approximately 10% more than your estimate total. At the completion of your job we will be glad to write you a refund check.

SIGNED _____

ANYONE PURCHASING ON YOUR ACCOUNT MUST BE LISTED. NO PURCHASES WILL BE ALLOWED TO UNAUTHORIZED BUYERS. **YOU WILL BE RESPONSIBLE.**

AUTHORIZED BUYERS ON ACCOUNT _____

IS A PURCHASE ORDER REQUIRED? _____ PHONE ORDERS AUTHORIZED? _____

ARE PURCHASES TAX EXEMPT? _____ SEND PROPER STATE OF TEXAS FROM

IN CASE OF QUESTIONS, WHOM SHOULD WE CALL? _____

SIGNED

TITLE

DATE

NOTE: ALL SPECIAL ORDERS ARE NOT RETURNABLE.

ESTIMATE AMOUNT LUMBER PACKAGE _____

ESTIMATE AMOUNT WINDOW PACKAGE _____ **NOTE: ALL WINDOWS ARE SPECIAL ORDER**

ESTIMATE AMOUNT INT. TRIM DOOR PACKAGE _____

TOTAL OWED _____

DATE APP REC. _____ TIME APP REC _____ DATE APP FINISHED _____