



# Credit Application

Revised 12.09

This information will be held in strict confidence used only by Milio's Sandwiches.

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Shipping Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Person responsible for Billing:

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address: \_\_\_\_\_ Company Website: \_\_\_\_\_

Year Established: \_\_\_\_\_ Federal Tax ID: \_\_\_\_\_ Tax Exempt Number: \_\_\_\_\_  
(If tax exempt, you must include your exempt certificate)

### Application for credit is hereby made and the following references given

Bank Name (Checking Account): \_\_\_\_\_

Address: \_\_\_\_\_

### Please list three local companies who have extended you credit in the last six months

Company Name: \_\_\_\_\_ Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

3. \_\_\_\_\_

The undersigned personally guarantees, jointly and severally, to **Milio's Sandwiches** (Creditor), its successors or assigns, the payment in full of any and all indebtedness (Including, but not limited to 18% interest per annum, collection expenses, legal fees and court costs in addition to principal) of above named business.

We understand your terms and agree to abide by them:

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return completed form to:**  
**Milio's Sandwiches**  
**901 Deming Way Suite 202**  
**Madison, WI 53717**  
  
**Phone: 608-662-3000**  
**Fax: 608-662-3001**

## **Credit Policy**

All accounts must have a completed, signed, and approved credit application on file to qualify for NET 15 terms. Accounts without approved signed credit applications will be on a COD or prepay basis. Credit Application must be filled out signed and approved before placing the first order.

All orders must be placed using the customer account number given at the receipt of credit application. Company stores will not be allowed to take orders without the customer account number. If customer account number is lost customer may contact corporate headquarters Monday through Friday during business hours to obtain the number giving proper identification (i.e. contact name, phone number and/or address).

Invoices are mailed within seven working days after delivery of order. If original invoice is needed by mail, please notify Milio's Sandwiches accounts receivable department. We will not be invoicing in detail. The packing slip received at delivery should be kept for the detailed order. Monthly statements also will be faxed for all open invoices including finance charges for late payments. Milio's Sandwiches should receive payments within twenty days of invoice to avoid finance charges.

Finance charges of 1.5% per month (18% per annum) are assessed to accounts with unpaid balances of twenty days after invoice date. Finance charges are automatically computed and added to accounts at the end of each month, prior to the printing of monthly statements.

Past due accounts have a maximum of ninety days for payment before the account is turned over to our Collection agency. Accounts with the maximum of ninety days past due notice could also be terminated from our account file, preventing future billing orders.

Any discrepancies should be directed to Milio's Sandwiches Accounts Receivable Department.