



2345 W. 17TH STREET, LONG BEACH, CALIFORNIA 90813

(800) 734-8355. (562) 435-4826. Fax (562) 437-6894

Thank you for requesting for an open account with Tell Steel, Inc.

Attached is our credit application package, please fill out and return by mail or fax.

Since we are a small business, it is vital that our open account customers adhere to our terms, which are:

1/2% 10th/25th net 30 days from the date of the invoice.

Our mailing address, phone fax numbers are:

Tell Steel, Inc.
2345 W. 17th Street
Long Beach, CA 90813-1097
Ph: 562-435-4826 or 800-734-8355
Fax: 562-437-6894

Please feel free to call me anytime.

Sincerely,

Dianne Talbert
Tell Steel, Inc.
Credit Manager

account number:

this may be a courtesy account
when we receive the credit application, it will then
be converted to an open account.



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Dear Customer,

Please fill out the following information and mail or fax it to Dianne @ 562-437-6894
or e-mail to dianne@tellsteel.com

Company's Name _____

Accounts Payable Contact: _____

Address: _____

Shipped to: _____

Phone: _____

Fax: _____

E-mail Address _____

Company's Web Site: _____

Thank you,

Tell Steel, Inc.



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Date

To Whom It May Concern,

I authorize Tell Steel, Inc. to obtain a credit rating on

for the purpose of obtaining an open account.

Signature _____

Name _____

Title _____

authorization form



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To better help set up your account
Please provide use with additional information.

Please fill out:

Credit Application

Resale card (if applicable)

Account Authorization Form

Do you need Purchase Order Numbers on your invoices?

Do you need Test Reports?

Name of Buyers on invoices?

Do we need a copy of the P.O.?

....

Account Payables Phone Number.

Your Fax Number.

Thank you,

Accounting

questionnaire