



# Mechanical Solutions Inc.

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121 Commerce Way  
P.O. Box 790  
South Windsor, CT 06074-0790

TEL: (860) 290-1564  
FAX: (860) 290-1825

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## CREDIT INFORMATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_

EXACTLY AS IT SHOULD APPEAR ON OUR LEDGER

Telephone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

FIN# \_\_\_\_\_ S.S#: \_\_\_\_\_

( ) CORPORATION ( ) PARTNERSHIP ( ) INDIVIDUAL  
TYPE OF BUSINESS \_\_\_\_\_ YEAR STARTED \_\_\_\_\_

SALES TAX EXEMPT# \_\_\_\_\_

Are Purchase Orders Issued \_\_\_\_\_ YES \_\_\_\_\_ No BY Whom \_\_\_\_\_

PRINCIPLE OWNERS/OFFICERS – TITLE-RESIDENCE ADDRESS – RESIDENCE PHONE

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

BUSINESS PROPERTY OWNED \_\_\_\_\_ TITLE IN NAME OF \_\_\_\_\_  
PERSONAL PROPERTY OWNED \_\_\_\_\_ TITLE IN NAME OF \_\_\_\_\_

BANK NAME – ADDRESS – ACCOUNT NUMBER

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

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

TRADE REFERENCES:

NAME	ADDRESS	PHONE	FAX
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1. \_\_\_\_\_

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

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

**IF A NEW COMPANY, GIVE PAST BUSINESS NAME OR EMPLOYMENT**

THE UNDERSIGNED CERTIFIES THE ABOVE INFORMATION TO BE CORRECT AND THAT IT IS SUBMITTED FOR THE PURPOSE OF OBTAINING CREDIT AND AGREES TO ALL TERMS AND CONDITIONS OF SALE OF THE COMPANY TO WHOM IT IS SUBMITTED, KNOWING THAT THESELLER RELIES THEREON. IN ORDER TO INDUCE SELLER TO EXTEND CREDIT, THE UNDERSIGNED BEING A PERSONAL, REPRESENTATIVE OF THE ABOVE MENTIONED CORPORATION AND/OR THE PRINCIPLE OR STOCKHOLDER THERE OF, UNCONDITIONALLY AND PERSONALLY GUARDANTEES PAYMENT FOR ANY GOODS FURNISHED UNDER THIS CREDIT APPLICATION.

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SIGNATURE

PRINT NAME & TITLE



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### CREDIT POLICY

- A.) **Terms: Net 30 Days From Date Of Invoice**
- B.) We are a material supplier ***we are not*** subject to retainage or the withholding of funds because **you have not been paid.**
- C.) Any disputed invoices should be discussed immediately with the accounting department.
- D.) If payment is not received by the 45<sup>th</sup> day from date of invoice, the account will be notified that if payment is not received within 15 days, the account will be placed on "Credit Hold".
- E.) "Credit Hold" Status carries the following penalties:
- All Open Orders in various stages of production and delivery will be placed "ON HOLD"
  - No new orders will be released to production
  - Field service on any existing projects will be curtailed
- F.) All unpaid balances will be collected by accounting according to the agreed contract terms. Accounts must be current, Net 30 day balance, in order to release any new orders to production.
- G.) Legal proceedings, to collect all unpaid balances, will be initiated after all other means have been exhausted.