

## CUSTOMER CREDIT APPLICATION

Please fill out the following information for our records. We will contact you after completion of our credit check. Please allow three to five business days to complete this credit check. Please be advised that we use Dun and Bradstreet as part of our credit investigation.

COMPANY NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX #: \_\_\_\_\_

CONTACT: \_\_\_\_\_ EMAIL: \_\_\_\_\_

POSITION: \_\_\_\_\_

WEBSITE ADDRESS: \_\_\_\_\_

BUSINESS START DATE: \_\_\_\_\_

NUMBER OF EMPLOYEES: \_\_\_\_\_

ANNUAL SALES: \_\_\_\_\_

NUMBER OF LOCATIONS: \_\_\_\_\_

LOCATION LEASED/OWNED: \_\_\_\_\_

YOUR COMPANY'S TYPE OF BUSINESS: \_\_\_\_\_

HOW DID YOU COME TO CHOOSE BARTLETT BEARING? \_\_\_\_\_

\_\_\_\_\_

The information below must be filled out COMPLETELY in order for your application to be processed.

COMPANY BANK: \_\_\_\_\_

ACCOUNT #: \_\_\_\_\_

NAME of YOUR BANK OFFICER: \_\_\_\_\_

BANK TELEPHONE NUMBER: \_\_\_\_\_

**COMPANY CREDIT REFERENCES:**

WE REQUIRE FOUR CREDIT REFERENCES. Please fill out information COMPLETELY.  
**CREDIT CHECKS ARE DONE BY FAX OR EMAIL. PLEASE INCLUDE FAX NUMBERS AND/OR EMAIL!**

1. NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**FAX / EMAIL:** \_\_\_\_\_

2. NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**FAX / EMAIL:** \_\_\_\_\_

3. NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**FAX / EMAIL:** \_\_\_\_\_

4. NAME: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**FAX / EMAIL:** \_\_\_\_\_

**BILLING INFORMATION:**

1. Does your company require purchase orders? \_\_\_\_\_  
If so, does your company require separate invoices for each purchase order? \_\_\_\_\_
2. Does your company have a separate shipping address? If so, please indicate below:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. How would you like your invoices sent to you?     Mail     Fax     Email  
If you would like your invoices emailed, please provide the email address:  
\_\_\_\_\_
4. Do you want monthly account statements?     Yes     No

Thank you for considering Bartlett Bearing Company, Inc. as a new supplier. Our normal terms are Net 30 days with late charges assessed at 1-½ % per month. Returned checks will be charged additional at \$35.00 per return.

**\*\*\*\*You are required to send in a copy of your STATE SALES TAX EXEMPTION FORM if you are SALES TAX exempt.\*\*\*\* Please also provide your NAICS/SIC code.**

**TAX EXEMPT #** \_\_\_\_\_ **NAICS/SIC:** \_\_\_\_\_

**YOUR SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**POSITION:** \_\_\_\_\_

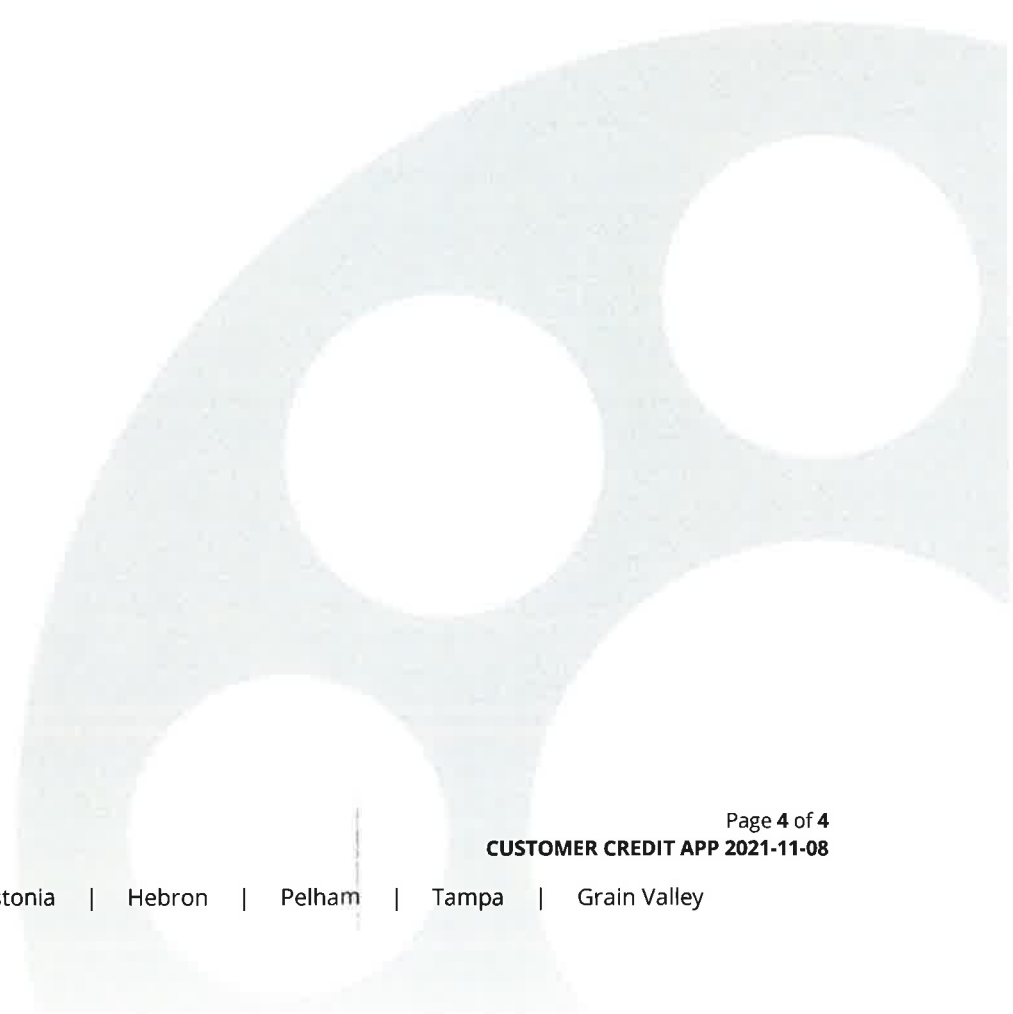
**Please fax back to attention: Shari Markee, Executive Administrator**  
**Fax: 215-744-1980**  
**Email: shari@bartlettbearing.com**

**Bartlett Office Use Only:**

Please provide details of how new customer was located (general prospecting, supplier referral, customer referral, other): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have we visited the customer at their business location? \_\_\_\_\_  
\_\_\_\_\_

Initial Credit Limit: \_\_\_\_\_



**BARTLETT BEARING COMPANY, INC.**  
**10901 DECTUR ROAD**  
**PHILADELPHIA, PA 19154**

**TEL# 215-743-8963**

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DUNS# 01-463-7243

FED ID# 52-1159277

**BANK ROUTING INFORMATION for ELECTRONIC TRANSACTIONS:**

OUR BANK NAME: **PNC BANK**  
**510 NORTH 6<sup>TH</sup> STREET**  
**PHILADELPHIA, PA 19123**  
Tel# 877-287-2654 toll free main number

Contact name at the above location:

"Business Banking Mgr" Shyam Oza

Tel# 215-585-7399

Ref Account# xxxxxx 9458

**Wiring funds into our account:**

A B A# Routing/Transit #021052053

OUR ACCOUNT# **41216373**

TYPE ACCOUNT: **CHECKING**

REMITTANCE INFORMATION SHOULD BE SENT TO OUR ACCOUNTS RECEIVABLE  
DEPARTMENT VIA EMAIL: **ar@bartlettbearing.com**

**\*\*\* REMIT TO ADDRESS ONLY:**

**BARTLETT BEARING COMPANY INC**

**P. O. BOX 824686**

**PHILADELPHIA, PA 19182**

AR telephone # 215-743-8963

AR fax # 215-743-8550

AR Department personnel may assist in answering payment  
questions.

**Mike Mayo**  
**Treasurer**

**Julie Christine**  
**Executive Administrator**

**Sarah Musser**  
**President**

Update:  
May 2022

# Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

|   |  |
|---|--|
| <b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.<br><b>Bartlett Bearing Company, Inc.</b>   |  |
| <b>2</b> Business name/disregarded entity name, if different from above   |  |
| <b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  | <b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): |
| <input type="checkbox"/> Individual/sole proprietor or single-member LLC  | Exempt payee code (if any) _____   |
| <input type="checkbox"/> C Corporation  | Exemption from FATCA reporting code (if any) _____   |
| <input checked="" type="checkbox"/> S Corporation   | (Applies to accounts maintained outside the U.S.)  |
| <input type="checkbox"/> Partnership  |  |
| <input type="checkbox"/> Trust/estate   |  |
| <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____  |  |
| <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. |  |
| <input type="checkbox"/> Other (see instructions) ▶ _____   |  |
| <b>5</b> Address (number, street, and apt. or suite no.) See instructions.<br><b>10901 Decatur Road</b>   | Requester's name and address (optional)  |
| <b>6</b> City, state, and ZIP code<br><b>Philadelphia, PA 19154</b>   |  |
| <b>7</b> List account number(s) here (optional)   |  |

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

|                               |  |  |  |  |  |  |  |  |  |
|-------------------------------|--|--|--|--|--|--|--|--|--|
| <b>Social security number</b> |  |  |  |  |  |  |  |  |  |
|                               |  |  |  |  |  |  |  |  |  |

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**or**

|                                       |   |  |   |   |   |   |   |   |   |   |
|---------------------------------------|---|--|---|---|---|---|---|---|---|---|
| <b>Employer identification number</b> |   |  |   |   |   |   |   |   |   |   |
| 5                                     | 2 |  | - | 1 | 1 | 5 | 9 | 2 | 7 | 7 |

## Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
  - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
  - I am a U.S. citizen or other U.S. person (defined below); and
  - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

|                  |                            |                   |
|------------------|----------------------------|-------------------|
| <b>Sign Here</b> | Signature of U.S. person ▶ | Date ▶ 05/24/2022 |
|------------------|----------------------------|-------------------|

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.  
 If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.