

# WILLOW ELECTRICAL SUPPLY CO. INC.

3828 DES PLAINES RIVER RD  
SCHILLER PARK, IL 60176  
PHONE: (847) 801-5010  
FAX: (847) 801-5020



## BUSINESS INFORMATION

FULL LEGAL BUSINESS NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_  
PURCHASING AGENT \_\_\_\_\_ EXT # \_\_\_\_\_  
BILLING AGENT \_\_\_\_\_ EXT # \_\_\_\_\_  
AMOUNT OF CREDIT REQUESTED \$ \_\_\_\_\_

## COMPANY INFORMATION

DATE COMPANY ESTABLISHED \_\_\_\_\_  
ESTIMATED MONTHLY PURCHASES \$ \_\_\_\_\_  
CORPORATION ☐ PARTNERSHIP ☐ PROPRIETORSHIP ☐ GOVERNMENTAL ☐  
TAX IDENTIFICATION # \_\_\_\_\_ DUNS # \_\_\_\_\_

## TAX INFORMATION

TAXABLE ☐ TAX-EXEMPT ☐ RESALE ☐ INTERSTATE ☐  
TAX EXEMPT # \_\_\_\_\_ RESALE # \_\_\_\_\_

## BANK INFORMATION

BANK NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
CONTACT PERSON NAME \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

## BUSINESS CREDIT REFERENCES

**#1**

NAME OF FIRM \_\_\_\_\_ CREDIT CONTACT \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

**#2**

NAME OF FIRM \_\_\_\_\_ CREDIT CONTACT \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

**#3**

NAME OF FIRM \_\_\_\_\_ CREDIT CONTACT \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

HAVE YOU OR ANY PRINCIPALS OF YOUR COMPANY FILED FOR BANKRUPTCY?

YES ☐ NO ☐

HOW MANY COPIES OF EACH INVOICE WOULD YOU LIKE TO BE SENT? \_\_\_\_\_

HOW YOUR COMPANY PREFERS TO RECEIVE INVOICES? EMAIL ☐ FAX ☐

IF EMAIL PLEASE PROVIDE EMAIL ADDRESS \_\_\_\_\_

IF FAX PLEASE PROVIDE FAX NUMBER \_\_\_\_\_

DO YOU REQUIRE A MONTHLY STATEMENT? YES ☐ NO ☐

**THE PARTIES HEREBY AGREE THAT ALL PURCHASES MADE ARE SUBJECT TO THE FOLLOWING TERMS, IN ADDITION TO THE ATTACHED PERSONAL GUARANTEE AGREEMENT:**

**ALL SALES WILL BE C.O.D. UNTIL CREDIT IS APPROVED.**

**THE UNDERSIGNED PURCHASER AGREES THAT INVOICES AND MONTHLY STATEMENTS ARE CONCLUSIVE AND ACCURATE IN ALL RESPECTS UNLESS UNDERSIGNED PURCHASER NOTIFIES WILLOW ELECTRICAL SUPPLY CO. INC. WITHIN 10 DAYS OF RECEIPT OF THE INVOICES AND STATEMENTS.**

**THE 2% FINANCE CHARGES WILL BE ADDED TO EACH ACCOUNT WITH INVOICES PAST DUE.**

**ACCEPTED METHODS OF PAYMENT FOR ACCOUNT BALANCE: CASH, CHECK, ACH, BANK TRANSFER**

**SIGNATURE OF OWNER/PARTNER OR OFFICER** \_\_\_\_\_

**PRINT NAME AND THE TITLE** \_\_\_\_\_

**DATE: MO** \_\_\_\_\_ **DAY** \_\_\_\_\_ **20** \_\_\_\_\_

## **PERSONAL GUARANTEE AGREEMENT**

**THIS PERSONAL GUARANTEE AGREEMENT** is being made and given by \_\_\_\_\_ (hereinafter to as "Guarantors") to Willow Electrical Supply Co. Inc., this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**WHEREAS**, the Guarantors are Principals of \_\_\_\_\_, having its principal place of business at \_\_\_\_\_, and Guarantors further state that \_\_\_\_\_ (the purchaser) is an Illinois corporation duly organized and validly existing under the laws o the State of Illinois;

**WHEREAS**, Willow Electrical Supply Co. Inc., will not agree to extend any credit or sell any goods or services to purchaser unless the Guarantors agree personally guarantee the payment of all goods and services sold;

**NOW, THEREFORE**, in consideration of and as an inducement to Willow Electrical Supply Co. Inc., to sell goods and services to \_\_\_\_\_, each of the Guarantors, personally and unconditionally, agree to pay all amounts due or to become due from \_\_\_\_\_, for all goods and services and work to be sold and performed by Willow Electrical Supply Co. Inc. Each of the undersigned further waives:

- (1) acceptance and notice of acceptance by Willow Electrical Supply Co. Inc. of the foregoing undertakings;
- (2) notice of demand for payment of any indebtedness or nonperformance of any obligations hereby guaranteed;
- (3) protest and notice of default to any party with respect to the indebtedness or nonperformance of any obligations hereby guaranteed; and
- (4) any right he may have to require that an action be brought against \_\_\_\_\_, or any other person as a condition of liability.

Each of the Guarantors further consents and agree that:

- (1) his direct and immediate liability under this guaranty shall be unconditional, absolute and joint and several;
- (2) he shall render any payment or performance required under the Agreement upon demand if \_\_\_\_\_, fails or refuses to do so within 30 days of sale;
- (3) such liability shall not be contingent or conditioned upon pursuit by Willow Electrical Supply Co. Inc., of any remedies against \_\_\_\_\_, or any other person; and

(4) such liability shall not be diminished, relived or otherwise affected by any extension of time, credit or other indulgence which Willow Electrical Supply Co. Inc. may from time to time grant to \_\_\_\_\_, or Guarantors or to any other person, including without limitation the acceptance of any partial payment or performance, or the compromise or release of any claims, none of which shall in any way modify or amend this guaranty, which shall be continuing and irrevocable during the time that any sums remain payable.

**IN WITNESS WHEREOF**, the undersigned have hereunto affixed their signature to this **PERSONAL GUARANTEE AGREEMENT**, consisting of two pages, on the same day and year as first above written.

**GUARANTOR(S):**

\_\_\_\_\_  
\_\_\_\_\_

**Subscribed and Sworn to before me this**  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
**Notary Public**