

ROOTS NEW CUSTOMER SET-UP FORM

(PLEASE COMPLETE IN FULL)



Name & Billing Address of Customer

Legal Name

Trade Name

Street

City

Prov./State

Country

Postal/Zip Code

Telephone #

Fax #

GST #

PST Exemption #

EIN # (USA only)

For US customers shipping to the USA, please ensure a fully completed 5106 Form is attached. Currency:

CDN\$

USD\$

Shipping Address for Merchandise (if different from above)

Business Name

Attn: Name

Street

Phone #

City

Prov./State

Country

Postal/Zip Code

Other Company Information

Type of Business

Number of Years in Business

Primary Account Contact

Telephone

E-mail Address

Authorized Buyer

Buyer Telephone

Buyer E-mail

Accounting Information

Accounts Payable Contact

Telephone

E-mail Address

E-mail Address for Invoices

Payment Terms

COD

For COD customers, full payment must be received prior to shipping via Credit Card, Cheque, Money Wire or EFT.

If paying via Credit Card, Roots will contact you for the credit card information prior to shipping.

Roots does not keep customers' credit card information on file and cannot accept credit card information via e-mail.

Net 30 Days

If you wish to establish Net 30 Day Payment Terms, all New Customer Set Up forms must be accompanied by a fully completed Roots Credit Application Form.

