



Minvalco Inc.  
 3340 Gorham Ave.  
 Minneapolis, MN 55426-4225  
 952-920-0131 / 800-642-9090  
 FAX 952-920-0236

St. Paul Branch  
 4749 Old Highway 8 Suite 110  
 Mounds View, MN 55112-1529  
 763-786-5030 / 888-637-3148  
 FAX (763)786-5052

St. Cloud Branch  
 940 Industrial Dr. S. Suite 105  
 Sauk Rapids, MN 56379-1235  
 320-654-1500 / 800-924-6142  
 FAX (320)654-1525

Milwaukee Branch  
 11250 West Lapham St  
 West Allis, WI 53214-3806  
 414-456-0090 / 888-879-2413  
 FAX (414)456-0091

Minvalco

## CREDIT APPLICATION

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Street \_\_\_\_\_

City, State, Zip \_\_\_\_\_ County \_\_\_\_\_

Business Phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_

Fax Number # \_\_\_\_\_ E-Mail \_\_\_\_\_

Full Name Of Owner(s) \_\_\_\_\_

*Has this company, or the principals of this company, been in business under any other name (s) within the past 5 years? List* \_\_\_\_\_

Has this company or its principals ever filed bankruptcy? \_\_\_\_\_ If so, when? \_\_\_\_\_

Check One: Corporation ( ) Partnership ( ) Individual ( ) LLC ( )

Type of business: HVAC ( ) Plumbing ( ) Electrical ( ) Refrigeration ( ) Other ( )

Accounts Payable Contact: \_\_\_\_\_ Purchasing Contact \_\_\_\_\_

Maintenance or service department contact \_\_\_\_\_

PO Required: Yes ( ) No ( ) Refrigerant Certification # \_\_\_\_\_

Number Of Employees \_\_\_\_\_ *Please attach a copy of your refrigerant certificate.*

Tax Exempt # \_\_\_\_\_ If Tax Exempt, Please Attach A Copy Of Your Tax Form.

May we email or fax invoices: Yes ( ) No ( ) Fax # or email Address: \_\_\_\_\_

Do you require monthly statements: Yes ( ) No ( ) Fax # or email Address: \_\_\_\_\_

### **THREE TRADE REFERENCES WITH ADDRESS, PHONE NUMBER AND FAX NUMBER**

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

*I understand that Minvalco's terms of sale are net in 30 days. If on the 15th of each month, any or all of the invoices charged on my account are beyond these terms, I agree to pay a 1.5% service charge for the past due balance. I further agree to pay for all reasonable collection fees in the event it is deemed necessary to turn this account over to another party for collection. If legal action is necessary to collect amounts due, Guarantor consents to Jurisdiction in the State of Minnesota and Venue in Hennepin County. MN law shall be the governing law for all collection disputes. My signature gives Minvalco the right to do a credit check for the purpose of establishing and retaining a line of credit.*

DATE \_\_\_\_\_

SIGNED \_\_\_\_\_

(OWNER OR AUTHORIZED REPRESENTATIVE)

\_\_\_\_\_

\_\_\_\_\_

HOW DID YOU FIND OUT ABOUT MINVALCO? \_\_\_\_\_

BUSINESS PROPERTY IS: LEASED \_\_\_\_\_ OWNED \_\_\_\_\_ IF LEASED, FROM WHOM \_\_\_\_\_

IF OWNED, VALUE \$ \_\_\_\_\_ MORTGAGE \$ \_\_\_\_\_

DOES A BANK , INSURANCE COMPANY, OR OTHER CREDITOR HOLD A SECURITY INTEREST IN YOUR ACCOUNTS RECEIVABLE AND/OR INVENTORY? \_\_\_\_\_ YES \_\_\_\_\_ NO

EMPLOYER'S ID NUMBER \_\_\_\_\_ OR SOCIAL SECURITY NUMBER \_\_\_\_\_

**If you are new in business and are looking to establish a credit line based on your personal credit history, please include your social security number and sign the authorization below.**

**CONSENT AND AUTHORIZATION TO OBTAIN PERSONAL CREDIT REPORT**

The undersigned hereby consent(s) to Minvalco's use of a non-business consumer credit report on the undersigned in order to further evaluate the credit worthiness of the undersigned as principal(s), proprietor(s) and/or guarantor(s) in connection with the extension of business credit as contemplated by this credit application. The undersigned hereby authorize(s) Minvalco to utilize a consumer credit report on the undersigned from time to time in connection with the extension or continuation of the business credit represented by this credit application. The undersigned as [an] individual(s) hereby knowingly consent to the use of such credit report consistent with the Federal Fair Credit Reporting Act as contained in 15 U.S.C @1681 et seq.

\_\_\_\_\_  
Individually (print name)

\_\_\_\_\_  
Individually (print name)

\_\_\_\_\_  
Sign name, individually

\_\_\_\_\_  
Sign name, individually

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**PERSONAL GUARANTY**

The undersigned individual(s) in consideration of the Company's extension of credit to the Application hereby agrees to personally guarantee any and all obligations of the Applicant and the Company. This guaranty shall be continuing and unlimited and may be terminated only on thirty days' written notice to the Company. The Company may exercise its rights under this guaranty without first taking any action against the Applicant. The undersigned waives notice of default and non-payment and consents to the extension or modification of credit terms to the Applicant without notice.

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

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Guarantor

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Guarantor

***All decisions with respect to extension or continuation of credit shall be in the sole discretion of Minvalco Inc. Minvalco may terminate any credit availability within its sole discretion and without advance notification.***

The federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color; religion, national origin, sex, marital status, age; (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning his creditor is Federal Trade commission Equal Credit Opportunity, Washington, D.C. 20580.

# WISCONSIN SALES AND USE TAX EXEMPTION CERTIFICATE

Single Purchase                     
  Continuous                     
 (check one)

Purchaser's Business Name	Purchaser's Address
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The above purchaser, who's signature appears on the reverse side of this form, claims exemption from Wisconsin state, county, and stadium sales or use tax on the purchase, lease, or rental of tangible personal property or taxable services, as indicated by the box(es) checked below.

I hereby certify that I am engaged in the business of selling, leasing, or renting: \_\_\_\_\_

(Description of Property or Services sold)

General description of property or services purchased (itemize property purchased if "single purchase"): \_\_\_\_\_

Seller's Name	Seller's Address
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## PROPOSED EXEMPT USE

**Resale** \_\_\_\_\_ (Enter seller's permit or use tax registration certificate number)

**Manufacturing**

- Tangible personal property becoming an ingredient or component part, or which is consumed or destroyed or loses its identity in the manufacture of tangible personal property destined for sale, but not including fuel or electricity, unless the fuel or electricity is consumed or destroyed or loses its identity in the manufacture of shoppers guides, newspapers, or periodicals, whether or not destined for sale.
- Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property and safety attachments for those machines and equipment.
- The repair, service, alteration, fitting, cleaning, painting, coating, towing, installation, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed thereon. Tools used to repair exempt machines are not exempt.
- Portion of the amount of fuel converted to steam for purposes of resale. (Percent of fuel exempt \_\_\_\_\_ %)

**Farming** (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, or custom farming services.)

- Tractors (except lawn and garden tractors) and farm machines, including accessories, attachments, parts and repair service.
- Fuel, including natural gas (does not include lubricants (e.g., oil) or antifreeze).
- Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- Baling twine and baling wire.
- Breeding and other livestock, poultry, and farm work stock.
- Containers for fruits, vegetables, grains, hay, and silage. Also containers used to transfer merchandise to customers.
- Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- Animal bedding, medicine for farm livestock, and milk house supplies.
- All-terrain vehicles (ATV) used exclusively in farming, not licensed for public use.

**Federal and Wisconsin Governmental Units**

Enter CES No., if applicable

- The United States and its unincorporated agencies and instrumentalities and any incorporated agency or instrumentality of the United States wholly owned by the United States or by a corporation wholly owned by the United States.
- State of Wisconsin or any agency thereof; Local Exposition District or Professional Baseball Park District.
- Wisconsin county, city, village, or town, including public inland lake protection and rehabilitation district, municipal public housing authorities, and uptown business improvement districts.
- Wisconsin public schools, school districts, universities, and technical college districts.
- County-city hospitals or UW Hospitals and Clinics Authority.
- Sewerage commission, metropolitan sewerage district, or a joint local water authority.

**Other**

- Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
- Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC or IC No. \_\_\_\_\_.
- Items or services purchased directly by and used by religious, charitable, educational, scientific, or other organization holding a Wisconsin Certificate of Exempt Status. CES No. \_\_\_\_\_.
- Tangible personal property to be resold by \_\_\_\_\_ on my behalf where \_\_\_\_\_ is registered to collect and remit sales tax to the Department of Revenue on such sales.
- Tangible personal property or services purchased by a Native American with enrollment # \_\_\_\_\_, who is enrolled with and resides on the \_\_\_\_\_ Reservation, where buyer will take possession of such property or services.
- Tangible personal property becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility.
- Electricity, natural gas, fuel oil, propane, coal, steam and wood used for fuel for residential or farm use.

% of Electricity  
Exempt

% of Natural Gas  
Exempt

% of Fuel  
Exempt

Residential ..... \_\_\_\_\_ %                      \_\_\_\_\_ %                      \_\_\_\_\_ %

Farm ..... \_\_\_\_\_ %                      \_\_\_\_\_ %                      \_\_\_\_\_ %

Address Delivered: \_\_\_\_\_

- Other purchases exempted by law. (State items and exemption). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I hereby certify that if the item(s) being purchased are not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability that may include tax, interest, and penalty.*

Authorized Signature

Title

Date

(DETACH AND PRESENT TO SELLER)