

The following information is required by Cavan Box:

Company Name	
Tax Status - Normal , Exempt (attach Form13b) or Zero Rated	
Vat Number	
Currency	
Company Registered Number	
Date Opened	
Credit Limit - Office Use	
Credit Rating (1-5) -Office Use	
Rep responsible for a/c	
Territory - Office Use	
Trading Terms -Office Use	
Delivery Zone-Office Use	
Type - Food/Other	
Invoice Address	
Delivery Address if different	
Any other relevant information	

Two trade references whom we may contact for the purpose of opening this account:

Name		Name	
Address		Address	
Telephone		Telephone	
Fax		Fax	
Email		Email	

Form completed by:	
Date	

For office use

Rep. Signature	Page 1 & 2 of form completed	YES/NO
Date	Credit Agreement Signed	YES/NO
	Account Code	
	Signed & Dated	

Contact Details

Estimating - Quotations

Name	
Position	
Phone	
Fax	
Mobile	
Email	

Sales - Order Acknowledgements

Name	
Position	
Phone	
Fax	
Mobile	
Email	

Accounts - Invoices and Statements

Name	
Position	
Phone	
Fax	
Mobile	
Email	

Stores

Name	
Position	
Phone	
Fax	
Mobile	
Email	

