



CREDIT APPLICATION REQUESTS

Requests for credit should be directed to the Accounting Department in West Palm Beach, Florida. All requests for credit should come from Project Managers. For control purposes, all credit applications must be processed in the Accounting Department in West Palm Beach, Florida. This is to ensure that the proper banking and reference information is given. Also, this ensures that we do not establish duplicate accounts with the same vendor and that the Company and the vendor agree to the terms of both parties. Credit applications must be signed by a registered corporate officer.

To request credit, please complete a "Credit Application Request" form. Attach this to the vendor's credit application and send to the Accounting Department in West Palm Beach, Florida. Please make sure that the correct company is specified and the requestor's name is included. Also, make sure to include how the credit application should be returned. Mark whether we should return to the vendor via fax or mail or both. All credit applications received will be processed within 3 business days. If immediate credit is requested, we will do the best to accommodate the requestor.

If you have any questions regarding the processing of credit applications, please contact the Accounting Department in West Palm Beach, Florida.