

# AdventSource

5120 Prescott Avenue

Lincoln, NE 68506

Phone (402) 486-8800

FAX (402) 486-8819

Email:

accounts@adventsource.org



## SCHOOL ACCOUNT APPLICATION

**TERMS:** Establishment of an ExpressConnect account will mean that the school accepts responsibility for payment of orders placed by the individual(s) named on this application. It is agreed that the school will make payment for outstanding invoices within 30 days of invoice date. The terms provided do not allow for non-payment of incomplete orders. Payment is expected within terms as merchandise is delivered. Any disputed invoices or statement amounts are to be communicated as soon as the package arrives. It is understood that if a balance becomes past due, a monthly interest charge of 1% (12% per year) will be assessed. If a balance is past due AdventSource may take whatever steps necessary to secure payment. Any additional collection fees may be charged to the past due balance.

Upon approval of the account, you will be assigned an ExpressConnect account number. Please include this account number with all orders, payments or other correspondence.

06/2014

## (PLEASE TYPE OR PRINT) BILLING ADDRESS:

School Name

Treasurer/Business Manager's Name

School Billing Address

City

ST/PROV

Zip/PC

Phone

Email address

Fax

## PRINCIPAL'S HOME ADDRESS:

Name

Address

City

ST/PROV

Zip/PC

Phone

Email address

## \*SIGNATURE:

Principal

## SHIPPING ADDRESS: (IF DIFFERENT)

Name

Address

City

ST/PROV

Zip/PC

Phone

Email address

Fax

## TREASURER/BUSINESS MANAGER'S HOME ADDRESS:

Name

Address

City

ST/PROV

Zip/PC

Phone

Email address

## \*SIGNATURE:

Treasurer / Business Manager

\* By signing this agreement, we acknowledge responsibility for charges incurred in the above account and promise to pay same according to the credit policies set by AdventSource. We also agree to pay reasonable attorney fees, collection fees, and court costs incurred by AdventSource should they be forced to pursue collection of this account.