

**MARKETING & TECHNICAL MATERIALS, INC.**

19470 SW Mohave Court, Tualatin, OR 97062

Tel: 503-612-0565 * Fax: 503-612-0569 * Email: info@mtmimagingsupplies.com

NEW CUSTOMER INFORMATION FORM

Please complete the information below to allow us to set up your new account correctly

| COMPANY DETAILS | |
|--|---|
| Company Name | _____ |
| Mailing Address | _____ _____ |
| Ship to Address | _____ _____ |
| TYPE OF BUSINESS | |
| _____ | |
| PURCHASING CONTACT | |
| Contact Name | _____ |
| Tel# | _____ |
| Fax# | _____ |
| Email | _____ |
| ACCOUNTS PAYABLE | |
| Contact Name | _____ |
| Tel# | _____ |
| Fax# | _____ |
| Email | _____ |
| Preferred Payment Method | NET 30 - CHECK or CREDIT CARD : Securley Saved Provide with order |
| PREFERRED INVOICING METHOD | |
| EMAIL ONLY (MtM Default) | MAIL ONLY BOTH |
| EMAIL FOR INVOICES | As A/P above or Other _____ |
| PREFERRED SHIPPING METHOD | |
| UPS & ADD TO BILL or | Ship collect on your UPS Acct# _____ |
| COURIER | WILL CALL OTHER _____ |
| MACHINES USED - Please list make & model | |
| Color Copier | _____ |
| Ink Jet Printer | _____ |
| Solvent Printer | _____ |