



Customer Load Sheet

Thank you for choosing United Plastic Fabricating for your custom polypropylene needs.

You will find a customer load sheet to be filled out with your customer data for a profile to be built.

There are terms and conditions for customers who wish to purchase on credit. This is not a guarantee credit will be extended, but it will not be reviewed if this form is not signed. Please be sure to fill out the Credit Limit Requested line on the Load Sheet if you will be requesting credit.

Please note your customer profile will not be built without the following items:

- Customer Load Sheet
- Signed W-9

If applying for credit, we will need a list of credit references. Even if the terms and conditions are signed, the credit worthiness will not be reviewed if these are not provided

For customers who are tax exempt, we will need a copy of your tax exemption form or certificate to apply this to your account.

Freight terms for all orders are FOB – UPF Production Plant: all orders are assumed customer pick up unless requested for UPF to arrange freight. This will be done with one of our vendors and the freight cost will be added at the time of invoicing after shipment. UPF will not estimate freight cost due to the volatility within the shipping industry.

Title: Customer Load Sheet	7P04F1	REV 18
	11/7/2023	



Customer Load Sheet

UNITED PLASTIC FABRICATING, INC. CUSTOMER FILE MAINTENANCE LOAD SHEET

Customer Number: _____

Date: _____

Customer Name: _____

Prepared By: _____

Bill To:

Address: _____

City: _____

State: _____ Zip Code: _____

Type of Business: _____

Years at Present Location: _____

Type of Ownership: ☐ Individual ☐ Partnership

Ship To:

Address: _____

City: _____

State: _____ Zip Code: _____

Credit Limit Requested: \$ _____

Year Established: _____

☐ Corporation ☐ Municipality

Contact Name: _____

E-Mail: _____

Phone Number: _____

Fax Number: _____

Taxable: ☐ Yes ☐ No **If no, attach a copy of your Tax-Exempt Certificate**

Would you be interested in receiving your invoices via E-Mail? ☐ Yes ☐ No

If so, please provide the E-Mail address: _____

Provide all Owners, Partners or Officers

Name: _____

Title: _____

Name: _____

Title: _____

Name: _____

Title: _____

If you are requesting payment terms, please complete the following section:

References – List the Names of Those You Buy on Open Account

Name: _____ Contact E-mail: _____

City: _____ State: _____ Zip: _____

Name: _____ Contact E-mail: _____

City: _____ State: _____ Zip: _____

Name: _____ Contact E-mail: _____

City: _____ State: _____ Zip: _____

Title: Customer Load Sheet

7P04F1

REV 18

11/7/2023



Customer Load Sheet

TERMS AND CONDITIONS

Terms of Payment: Net 30 days. UPF reserves the right to levy a service charge on any past due balances at the highest rate permitted by law. The customer agrees to pay all cost of collection incurred by UPF, including reasonable attorney fees, regardless whether formal legal action is instituted in the collection of past due balances.

Errors and Claims: Any freight claims must be filed directly with the carrier as UPF will not be liable for damage or loss caused to a shipment by common carrier. Claims for damaged products, suspected damages within the carton, shortages on delivery must be noted on the bill of lading or shipping papers. This must be reported to UPF within 15 days of delivery. In the event of such claims, the customer shall be required to make payments to UPF for any amount due which is not related to such claims.

Returned Goods: Written authorization must be obtained from customer service at UPF before any products can be returned to the company for credit or replacement. UPF reserves the right to levy up to a 25% handling and restocking charge on all returns which are due to customer responsibility. All returned goods must be delivered to UPF (freight prepaid) and must be in resalable condition.

Order Acceptance: UPF reserves the right to accept or reject any order. All orders accepted for shipment are subject to customer credit approval.

We will adhere to the terms of payment as outlined in the terms and conditions on this application for credit. We certify that the information supplied on this application is true and correct.

Company Name	Signature	Title	Date
	Signature	Title	Date

NOTE: Signature of owner, managing partners, or two corporate officers, one of which shall be Chief Financial Officer, are required.

Title: Customer Load Sheet	7P04F1	REV 18
	11/7/2023	