



IDEAL ELECTRICAL SUPPLY CORPORATION
3515 V Street, NE Washington, DC 20018-1519
(202) 526-7500

Contents:

- New customer account form
- Ideal Electrics' ACH details and W9, for your records
- Credit application

NEW CUSTOMER ACCOUNT

Customer name, as it will appear on invoices:

Type/nature of customer's business:

Billing address:

Billing telephone number:

Taxable: Tax exempt organization

Sales tax status:

(please attach copy of tax exempt certification, if appropriate)

Tax exempt ID:

Federal tax ID:

State tax ID:

Dun & Bradstreet Number:

ACCOUNTS PAYABLE

By default, Ideal Electric sends *one invoice per shipment* to the customer's preferred email address. If you require special billing arrangements, please provide details below.

Email address for invoices:

AP contact name:

AP contact direct phone number:

AP contact email address:

Special billing instructions:

JOB DETAILS (CONSTRUCTION PROJECTS ONLY)

Job name:

Name of project owner:

What is the sales tax status of the job?

Taxable: Exempt: *If exempt, please attach proof*

Is Customer a subcontractor on the job?

Yes No Name of GC:

Describe MBE/DBE reporting requirements:

PAYMENT

Ideal Electric typically asks customers to pay for their first order prior to shipment. To secure your first order, please provide valid credit card details below.

Name on Card: _____

Card Number: _____

Expiry Date and CVV: MM/YY: _____ CVV: _____

Billing Address, with zip code: _____

How would you like Ideal Electric to process your first order?

Charge card provided at time of order;

or

ACH

Ideal may be able to extend trade credit, subject to credit approval. A credit application is appended to this form.

VENDOR SETUP DATA

Please use the following data to set up Ideal as a vendor in your system. Our W-9 is provided on the next page. Ideal Electric prefers payments by ACH. Please use the details below to make payment on future orders.

Company Details

Name: Ideal Electrical Supply Corporation
Address: 3515 V Street NE,
Washington DC 20018
Phone: (202) 526 7500
EIN: 52-1737540
DUNS: 78-057-5015
Remittance: accounting@idealelectric.com

Bank Information

Bank: Mainstreet Bank
Address: 727 Elden Street,
Herndon VA 20170
ABA Routing No.: 056009246
Account No.: 2010113446
Account Type: Checking

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____		
	5 Address (number, street, and apt. or suite no.) See instructions.		Requester's name and address (optional)
6 City, state, and ZIP code			
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number																																									
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ► 1 January 2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CREDIT APPLICATION

TO IDEAL ELECTRICAL SUPPLY CORPORATION:

Please accept the information below as a basis for your evaluation of our request for credit. We represent that the items indicated on the application are to the best of our knowledge complete, accurate and true. It is understood that it shall be specifically called upon in the granting and extension of credit to the applicant. We also authorize any and all persons or firms with whom I (we) have had business dealings to supply IDEAL ELECTRICAL SUPPLY CORPORATION (IDEAL) with all such information as they shall require concerning our dealings with said parties. This application and authorization shall remain the property of IDEAL whether or not such credit is granted.

ADDITIONAL CUSTOMER DETAILS

Legal business entity name _____

Type of legal entity

S Corp C Corp LLC/LLP Sole Proprietorship

State and Year of incorporation or registration

State: _____ Year: _____

Date of incorporation _____

Date business commenced _____

BUSINESS OWNERS

Name	% Owned	Title	Residence Address	Residence Phone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

TRADE REFERENCES – COMPLETE OR ATTACH

The references herein are authorized and requested to respond to Ideal Electric's inquiry.

Understood and Agreed (please initial)

Please provide four (4) trade references with whom you have an ongoing credit relationship.

Company	Address	Contact Name	Phone	Email
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

BANK REFERENCE – COMPLETE OR ATTACH

Please provide details of your primary banking relationship.

Account number (required)

Bank name

Branch address

Contact Name

Contact Phone

Contact Email

FINANCIAL STATEMENTS – AGREE & ATTACH

To assess Customer's credit application, Ideal Electric requires copies of the Customer's financial statements, showing the most recent two (2) years of income statements and balance sheets.

Please check if not applicable

STANDARD CREDIT TERMS – AGREE & SIGN

Ideal Electric's standard credit terms are Net 30 Days from the date of shipment. Ideal Electric will apply finance charges of 1.5% per month on all unpaid balances exceeding approved terms. Customer's orders will be held until Customer's account is made current, including any accumulated late fees. Ideal Electric is not obliged to accept any Purchase Order that differs materially in stated payment terms from terms agreed and acknowledged by Ideal Electric following the acceptance of the Customer's credit application. Credit privileges may be automatically suspended without prior notice on all past due accounts. Also, accounts with stipulated line of credit may be automatically suspended when the credit limit is reached. Third party checks are unacceptable as payment of open accounts and C.O.D. accounts.

Understood and Agreed (please tick)

I (We) have read the above terms, understand them and agree to them. Our initial purchase order will be for a value less than \$_____. We expect our monthly orders to be about \$_____. Our firm is financially able to meet any commitments we have made and we expect to pay according to Ideal Electric's terms. I (We) do absolutely and unconditionally PERSONALLY GUARANTY to the Company the prompt payment, when due, or every claim of the Company now existing or which may hereafter arise against the Purchaser; its successors and assigns, including all costs of collection, including attorney's fees of thirty-three percent (33%) of the amount due when placed for collection, whether or not suit is brought against Purchaser and/or undersigned.

Understood and Agreed (please initial)

Authorized Signature

Title

Date

Checklist

- Marked all sections "*Understood and Agreed*"
- Completed or attached trade references
- Completed or attached bank reference
- Attached 2 years of financial statements