



## ACCOUNT SET UP FORM

Legal Entity Name: \_\_\_\_\_ TESSCO Account #: \_\_\_\_\_

dba (if applicable): \_\_\_\_\_ Billing Address: \_\_\_\_\_

Date company established: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Principal's/Officer's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Principal Officer's Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Type of Organization:  Corporation  Limited Liability Company  Government//Municipal  
 Partnership  Sole Proprietorship

Division of /  Subsidiary of: \_\_\_\_\_

Federal ID # (in absence of Federal ID #, provide Social Security #): \_\_\_\_\_

DUNS#: \_\_\_\_\_ State Business Registration #: \_\_\_\_\_

State Sales Tax Exempt:  Yes  No If yes, please include copy of Exemption/Resale Certificate or Direct Pay Permit. Blank State Tax Exemption/Resale Certificates are provided at [www.tessco.com/go/tax](http://www.tessco.com/go/tax).

### Payment Terms Selection

TESSCO Open Account\* (Requested Credit Line: \$ \_\_\_\_\_)  Prepayment

EFT (Requires a bank reference)  Credit Card

\*If your business is less than 2 years old, or you desire to enhance your business credit capacity by using your personal credit history, please complete and return the Personal Guaranty Form.

We would like to conveniently receive our invoices via Email:  Yes  No

General Accounts Payable Department Email Address: \_\_\_\_\_

Accounts Payable Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

### Agreement to Terms and Conditions of Sale

By providing the credit information in this application, you are applying for an open account with TESSCO Incorporated ("TESSCO"). Acceptance and approval of this application is at the sole discretion of TESSCO. Any notice or information to you about this application is waived. You hereby authorize TESSCO to obtain information about you (including any guarantors) from credit reporting agencies, and to exchange information about your relationships.

By your signature below, you agree that all sales by TESSCO (including any of its subsidiaries) to you shall be subject solely to TESSCO's Terms and Conditions of Sale ("TESSCO's Terms and Conditions"), which you agree that you have read and understand. A copy of TESSCO's Terms and Conditions as currently in effect is available on [www.tessco.com](http://www.tessco.com). TESSCO reserves the right to modify TESSCO's Terms and Conditions from time to time without notice to you. Your purchases will be subject to TESSCO's Terms and Conditions in effect at the time you place your order. Any terms and conditions on your purchase order or other forms that may vary from, conflict with or purport to add to TESSCO's Terms and Conditions shall not apply, even if your purchase order or other forms may state otherwise.

\_\_\_\_\_  
Signature of Authorized Person

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

#### Please return document to:

TESSCO, Attention Customer Transactions  
11126 McCormick Road, Hunt Valley, MD 21031-1494  
Phone: 410-229-1395, 800-472-7373, Fax: 410-229-1005  
Email: CFS@TESSCO.com