

## CLIENT INFORMATION SHEET

All new clients / purchasing locations must complete this form in its entirety, sign, and date.  
 (Please print or type.)

**SELECT ONE:**

This is a new location for Existing Account \_\_\_\_\_  I do not wish to apply for credit terms and understand I will need to pay upon completion

I wish to apply for credit terms (complete Trade Ref Section) \_\_\_\_\_ in order to receive my reports

Company Name: _____	Parent Company: _____
Billing Address: _____	TIN/EIN: _____
_____	Phone: _____
Billing Email(s): _____	Reporting Email(s): _____
_____	_____
PO Required?      Y                  N	Purchasing Contact: _____
Type of Entity: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> Other _____	Years in Business: _____
Has this company, officers, or partners ever filed bankruptcy? <input type="checkbox"/> No <input type="checkbox"/> Yes (When?) _____	
Name of officers or partners if not included in Company Name:	
_____	Title _____
_____	Title _____
_____	Title _____

### TRADE / CREDIT / BANK REFERENCES

(Please complete **ALL** fields for terms. These should be creditors or suppliers, as opposed to utilities such as electric and phone).

\*Accounts will not be reviewed for credit without completed reference information\*

Name	City/State	Email	Fax	Phone
Bank Reference Here				

**Ana-Lab's standard payment terms are net 30 days.** Delinquent accounts will be charged interest beginning 60 days after invoice date at a rate of 1.25% per month (15% per annum). The return of a check will result in a \$50.00 returned check fee being placed on the account. A returned check or delinquency will result in a hold of all affected accounts either temporarily or permanently. Client shall be responsible for all collection or legal fees necessitated by lateness or default in payment. Before account information is considered, this form must be completed, signed and dated by an authorized agent of the company. By signing below, client agrees to terms and conditions stated above and posted on our website (<https://www.ana-lab-work.com/index.php/requests/terms/>) and gives Ana-Lab Corporation permission to check credit references and banking information that has been provided. I understand this is only an application for credit terms that requires responses from references and review of appropriate personnel within Ana-Lab Corporation.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### ANA-LAB CORPORATION INFORMATION FOR CLIENTS

**Pay by Credit Card\*:**

<https://weblds7.ana-lab.com/weblds>  
Requires WebLDS Login\*  
Request Login Online!  
[www.ana-lab.com](http://www.ana-lab.com)

**Send Payments Via ACH:**

Austin Bank 903-295-4400  
Jacksonville, TX  
Routing # 113103276  
Account # 3809006443

**Send Payments Via Mail:**

Ana-Lab Corporation  
Attn: Accounts Receivable  
P. O Box 9000  
Kilgore, TX 75663-9000

\*\*\*\*Payments will not be applied without remittance information.  
Please include with payment and/or email [ar@ana-lab.com](mailto:ar@ana-lab.com) \*\*\*\*

**Accounts Receivable Contact:** Xero Sanchez  
**Phone:** (903) 984-0551  
**E-Mail:** [ar@ana-lab.com](mailto:ar@ana-lab.com)  
**Purchase Orders:** [po@ana-lab.com](mailto:po@ana-lab.com)  
**General Inquiry:** [corp@ana-lab.com](mailto:corp@ana-lab.com)

<b>Federal ID#:</b>	75-1255643	<b>DUNS#:</b>	05-866-7809
<b>Year Business Established:</b>	1965	<b>Cage Code</b>	44149
<b>SIC#</b>	8734	<b>NAICS#</b>	541380

**Contact A Regional Manager for Pricing, Test Lists, Pickup Requests, Etc:**

Regional Manager varies based on location.

See <https://www.ana-lab-work.com/index.php/services/branch-locations/> for your point of contact!

Project Managers can also assist you with your needs or help direct you to the appropriate party. Reach them at: [projectmanager@ana-lab.com](mailto:projectmanager@ana-lab.com) or call 903-984-0551 – Option 4

Visit [www.ana-lab.com](http://www.ana-lab.com) for more contact information and FAQs.  
**WELCOME TO THE ANA-LAB FAMILY!**