

# Credit Application

## Air Purchases, Inc/Engel HVAC Supply

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Bill to address: \_\_\_\_\_ Zip code: \_\_\_\_\_

Ship to address: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Date started: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Should we send your invoices via fax? [  ] or E-mail? [  ]Organization (check one): [  ] Proprietorship [  ] Partnership [  ] CorporationBusiness operated from: [  ] Home [  ] Commercial Building Own [  ] Rent [  ]**PRINCIPAL OWNERS:**

Name	Home Address	Home Phone	Social Security #
_____	_____	_____	_____
_____	_____	_____	_____

Does your company require a purchase order number?: [  ] YES [  ] NOSales tax status: [  ] Taxable [  ] Exempt (attached form must be completed)

Yearly sales: \_\_\_\_\_ Number of employees: \_\_\_\_\_

Refrigerant certificate: [  ] YES [  ] NO (if yes, please attach copy of certificate and complete attached form)Have you ever filed for bankruptcy? [  ] YES [  ] NO If yes, in what state? \_\_\_\_\_**BANK OR FINANCIAL INSTITUTION:**

Name	Address	Acct #	Phone	Contact
_____	_____	_____	_____	_____

**TRADE REFERENCES:**

Name	Address	Phone	Fax
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**Our terms are net 30 days. Accounts remaining unpaid sixty days after date of invoice are automatically placed on COD until paid.**

I/We authorize the above company to make any and all inquiries necessary, including reporting agencies for action on this credit application as well as any periodic updates. We hereby indemnify the above company and its agents from any liability resulting from their credit survey. In return for said credit, the signatories hereto will pay or guarantee payment of all valid charges for merchandise delivered, freight charges, and applicable state and local taxes, together with all costs, including attorney's fees, incurred for the collection of any monies due, whether litigated or not, including interest at the rate of (2%) per month on any amounts which remain unpaid over 60 days from invoice date: Furthermore, I agree to the terms of sale and returns/warranty policy of your company.

By: \_\_\_\_\_ By: \_\_\_\_\_

Signature

Signature

**air purchases, inc.**  
Taking HVAC *Outside* the box

# Personal Liability Pledge Air Purchases, Inc/Engel HVAC Supply

Date: \_\_\_\_\_

I, \_\_\_\_\_ personally and individually guarantee Air Purchases, Inc. any and all monies for any and all goods, wares or merchandise that are obtained by me under the name of \_\_\_\_\_ or any other name either directly or as a result of my request, or acting on my behalf, once the goods and/or merchandise have been picked up or delivered in my name or the name of my business.

Signature: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_



**Taking HVAC *outside* the box**

**Refrigerant Registration Certification      Air Purchases, Inc/Engel HVAC Supply**

Effective November 14, 1994 (please print clearly)

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Title:	Name:	Certificate #

I \_\_\_\_\_ authorize the following employees (clerks/runners) to accept delivery of or physically purchase refrigerant on behalf of myself, being a certified technician.

Name: 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Please sign: \_\_\_\_\_ Date: \_\_\_\_\_

Please enclose copies of certified I.D. cards and send to: Donna Russo, Air Purchases, Inc. 24 Blanchard Road, Burlington, MA 01803 Fax: (781) 229-0207

**Taking HVAC *outside* the box**



# Form ST-4 Sales Tax Resale Certificate

Name of purchaser \_\_\_\_\_ Social Security or Federal Identification number \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of business in which purchaser is engaged: \_\_\_\_\_

Type of tangible personal property or service being purchased (be as specific as possible): \_\_\_\_\_

Name of vendor from whom tangible personal property or services are being purchased: \_\_\_\_\_

Address \_\_\_\_\_ City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I hereby certify that I hold a valid Massachusetts Vendor's Registration, issued by the Commissioner of Revenue, pursuant to Massachusetts General Laws, Chapter 64H, section 7, and that I am in the business of selling the kind of tangible personal property or services being purchased under this certificate, and that I intend to sell such property or services in the regular course of my business.

**Signed under the penalties of perjury.**

Signature of purchaser \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**Check applicable box:**  Single purchase certificate  Blanket certificate

**Notice to Vendors**

1. Massachusetts General Laws assume that all gross receipts of a vendor from the sale of tangible personal property and services are from sales subject to tax, unless the contrary is established. The burden of proving that a sale of tangible personal property or service by any vendor is not a retail sale is placed upon the vendor unless he/she accepts from the purchaser a certificate declaring that the property or service is purchased for resale.
2. A resale certificate relieves the vendor from the burden of proof only if it is taken in good faith from a purchaser who is engaged in the business of selling tangible property or services and who holds a valid Massachusetts sales tax registration.
3. The good faith of the vendor will be questioned if he/she has knowledge of facts which give rise to a reasonable inference that the purchaser does not intend to resell the property or services. For example, knowledge that a purchaser of particular merchandise is not engaged in the business of selling the kind of merchandise or service he/she is purchasing under this certificate would constitute grounds to question the good faith of the vendor.
4. The vendor must make sure that the certificate is filled out properly and signed before accepting it.
5. The vendor must retain this certificate as part of his/her permanent tax records.

If you have any questions about the acceptance or use of this certificate, please contact:

**Massachusetts Department of Revenue  
Customer Service Bureau  
PO Box 7010  
Boston, MA 02204  
(617) 887-MDOR or toll-free, in-state 1-800-392-6089.**

**Notice to Purchasers**

1. This certificate is to be used when the purchaser intends to resell the tangible personal property or service in the regular course of business. Manufacturers claiming an exempt use of the materials, tools and fuel which will be used in the manufacture, processing or conversion of tangible personal property should use Form ST-12, Exempt Use Certificate. Tax-exempt organizations making purchases for other than resale are to use Form ST-5, Exempt Purchaser Certificate.
2. The purchaser must hold a valid Massachusetts vendor registration. If you need to apply for a registration, please complete and file Massachusetts Form TA-1, Application for Original Registration. Form TA-1 may be obtained at any DOR office or by calling (617) 887-MDOR or toll-free, in-state 1-800-392-6089.
3. This certificate must be signed by and bear the name and address of the purchaser and his/her Federal Identification number. This certificate must also indicate the type of tangible personal property purchased and resold by the purchaser.
4. If a purchaser who gives a certificate makes any use of the property other than retention, demonstration or display while holding it for sale in the regular course of business, such property will be subject to the Massachusetts sales or use tax, as of the time the property is first used by him/her.
5. If you are engaged in a service activity, and are unsure as to the eligibility of the tangible personal property being purchased for resale, see the regulation on Service Enterprises, 830 CMR 64H.1.1.
6. For further information about the use of resale certificates, see the regulation on Resale and Exempt Use Certificates, 830 CMR 64H.8.1.

**Warning: Willful misuse of this certificate may result in criminal tax evasion sanctions of up to one year in prison and \$10,000 (\$50,000 for corporations) in fines.**