



## New customer application form.

F.A.O:

Date:

Fax no:

Pages:

Company Name:

If it is a **Limited company** we will require you to send back with your completed application:

- 1, A sheet of your company letter head. (Clearly showing V.A.T & Registration numbers)**
- 2, A copy of your certificate of incorporation.**
- 3, A signed copy of our New Customer Application Form**

If you are a **sole trader or partnership** we will require you to send back with your completed application:

- 1, A sheet of your company letter head.**
- 2, A current utilities bill (this is for address checking purposes only)**
- 3, Managed accounts or opening balance sheet.**
- 4, A signed copy of our terms & conditions**

Please fax back your application in full, along with all the required documentation to 01256 817222. ***Any omitted items may delay the process of setting your account up.*** All information given will be used in the strictest of confidence.

Regards.

Simon Ellis / Annika Johnston  
[www.pcbuyit.co.uk](http://www.pcbuyit.co.uk)

<b>Company Details</b>	
Company Name:	
Company address:	
Town,	
County,	
Postcode	
Contact name:	Contact number:
Accounts contact:	Accounts number:
Email Address for Invoices Credit Notes & Statements:	
Type of business:	
Names of Directors/Partners/Proprietors:	
GB V.A.T. number:	Co. Registration no.:
Years of trading:	Holding Company:

<b>Bank Details</b>	
Bank name:	
Address of Bank	
Account number:	Sort code:

<b>Trade References</b>	
1:	
2:	

<b>Type of account required</b>	
Cheque on Delivery:	Credit on 30-day terms:
Credit limit required:	

I the undersigned do hereby agree to uphold the terms and conditions supplied by  
PCBuyIT Ltd

Signed.....Date.....  
Printed  
Name.....Position.....