



Stationery • Printing • Office Furniture

CREDIT APPLICATION FOR CREDIT FACILITIES

BUSINESS CONTACT INFORMATION

Company name		Date business commenced	
Contact Person		<input type="checkbox"/> Limited Company <input type="checkbox"/> Public Company <input type="checkbox"/> NGO <input type="checkbox"/> Other	
Phone			
E-mail			
Registered company address			

BUSINESS AND BANK INFORMATION

TPIN No		Bank name	
VAT No		Branch	
Phone		Phone	
E-mail		Account number	
Website		Type of account	<input type="checkbox"/> Savings <input type="checkbox"/> Checking <input type="checkbox"/> Other

DOCUMENT SUBMISSION CHECKLIST

- Certificate of incorporation
- ZRA Tax clearance certificate
- PACRA certificate
- Certificate of share capital
- Trade references

AGREEMENT

1. All invoices are to be paid 30 days from the date of the invoice.
2. By submitting this application, you authorize employees from your organization to make enquiries
3. Goods will only be supplied on receipt of an official Local Purchase Order

SIGNATURES

Signature (Customer)		Signature (Supplier)	
Name		Name	
Title		Title	
Date		Date	

Kindly email this application & supporting documents to finance@penmarks.net for management approval