

**BOARD OF PUBLIC WORKS AND SAFETY**  
**Agenda Request Form**

(Form B-01-2012)

*Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.*

<b>Date Submitted:</b>	08-14-19	<b>Meeting Date:</b>	08-19-19
<b>Contact Information:</b>			
<b>Requested by:</b>	Jayne Rhoades, Clerk-Treasurer		
<b>On Behalf of Organization or Individual</b>			
<b>Telephone:</b>	317-736-3609		
<b>Email address:</b>	<a href="mailto:jrhoades@franklin.in.gov">jrhoades@franklin.in.gov</a>		
<b>Mailing Address:</b>	70 E Monroe Street, Franklin, IN 46131		
<b>Describe Request</b>			
Need credit application approved to fill out for Graybar. The police department would like to purchase fluorescent lights from this vendor.			
<b>List Supporting Documentation Provided:</b>			
Credit Application			
<b>Who will present the request?</b>			
<b>Name:</b>	Jayne Rhoades, Clerk-Treasurer	<b>Telephone:</b>	317-736-3609

*In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.*



# CREDIT APPLICATION (WHOLESALE ONLY)

Fax 317-821-5750  
Phone 317-821-5700

ELECTRIC COMPANY, INC.

Sales # \_\_\_\_\_

## APPLICANT'S NAME AND ADDRESS

Business Name \_\_\_\_\_ Telephone \_\_\_\_\_  
Street Address \_\_\_\_\_ Fax \_\_\_\_\_  
City, State and Zip Code \_\_\_\_\_ Website \_\_\_\_\_ Pay Tax Yes ☐ No ☐ (Attach Cert.)  
Requested Credit Line \_\_\_\_\_ *If more than \$10,000 is requested, please forward a copy of your most recent financial statement*

## GENERAL INFORMATION

Nature of Your Business \_\_\_\_\_ ☐ Proprietorship ☐ Partnership ☐ Corporation Years in Business \_\_\_\_\_  
Which type of account are you interested in ☐ Electrical ☐ Communications/Data ☐ Industrial/OEM Number of Employees \_\_\_\_\_  
Accounts Payable Contact \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
If incorporated, Date \_\_\_\_\_ State \_\_\_\_\_ Duns # \_\_\_\_\_ Invoices / statements emailed? ☐ Yes ☐ No  
If yes, email address for billing: \_\_\_\_\_ Principal's email: \_\_\_\_\_

## PERSONAL INFORMATION ON OFFICERS, PARTNERS, PROPRIETOR

Name \_\_\_\_\_ Title \_\_\_\_\_ Cell No. \_\_\_\_\_  
Home Address \_\_\_\_\_ City/State \_\_\_\_\_ Home Telephone No. \_\_\_\_\_  
Name \_\_\_\_\_ Title \_\_\_\_\_ Cell No. \_\_\_\_\_  
Home Address \_\_\_\_\_ City/State \_\_\_\_\_ Home Telephone No. \_\_\_\_\_

## TRADE REFERENCES

Name of Supplier \_\_\_\_\_ Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_  
Name of Supplier \_\_\_\_\_ Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_  
Name of Supplier \_\_\_\_\_ Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_

## COMPANY BANK REFERENCES

Name of Bank/Address \_\_\_\_\_ Acct No. \_\_\_\_\_ Telephone \_\_\_\_\_  
Name of Bank/Address \_\_\_\_\_ Acct No. \_\_\_\_\_ Telephone \_\_\_\_\_

## TERMS OF SALE

- Payment terms as well as cash discount offerings, if applicable, will be identified on each invoice. A 1 1/2% monthly finance charge, or maximum amount permitted by law, will be added to all amounts that remain unpaid 30 days from due date.
- Regarding venue, Applicant and Personal Guarantor(s) agree that any action brought on this account will occur in the county and state of the applicant's place of business or Graybar Electric Company's place of business, or the jobsite, at the discretion of Graybar Electric Company, Inc.
- Applicant and Personal Guarantor(s) certify and warrant that the above information is true and correct and unconditionally guarantee all obligations incurred by Applicant and further promise to pay reasonable attorney's fees and any and all expenses which may be incurred in collection of this account.
- Applicant and Personal Guarantor(s) understand and agree that if any invoice is not paid in full within the time stated herein, Seller may, at its discretion, refuse to release any further materials until the account is brought current, regardless of whether additional material has been previously ordered. Credit may be restricted or removed if Applicant and Personal Guarantor(s) fail to meet Graybar's Credit Policy.
- Applicant and Personal Guarantor(s) authorize and consent to allow (1) verification of information supplied by the applicant and, (2) to obtain credit reports, including personal credit reports of Personal Guarantor's, and conduct credit investigation, including obtaining bank and financial institution information.
- Graybar's standard terms and conditions of sale, a copy of which will be provided upon request, shall apply to all purchases, including, but not limited to:  
1) Warranties - All goods sold are free of any security interest and Seller will make available to Buyer all transferable warranties made to Seller by the manufacturer of the goods. SELLER MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES, AND SPECIFICALLY MAKES NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PURPOSE; and 2) Limitation of Liability - In no case shall Seller be liable for incidental or consequential damages.
- Note: by signing as Personal Guarantors, all individuals agree to be held jointly and severally liable for debts incurred by the Applicant listed above. This guarantee shall be binding until written notice of revocation is delivered to Graybar via registered mail. The Personal Guarantor(s) shall remain liable until all amounts owing by the debtor to Graybar at the time of delivery of such notice have been paid in full.

BY \_\_\_\_\_ DATE \_\_\_\_\_ BY \_\_\_\_\_ DATE \_\_\_\_\_  
APPLICANT'S SIGNATURE (Title -Must be by Officer, Owner, or Partner) APPLICANT'S SIGNATURE (Title -Must be Officer, Owner or Partner)

BY \_\_\_\_\_ DATE \_\_\_\_\_ BY \_\_\_\_\_ DATE \_\_\_\_\_  
PERSONAL GUARANTOR'S SIGNATURE (No Title) PERSONAL GUARANTOR'S SIGNATURE (No Title)