



PARTS-PEOPLE.COM INC

2929 Longhorn Blvd, STE 101

Austin, TX 78758-7514

Phone: 866-816-5254

Fax: 512-339-1996

PURCHASE ORDER APPROVAL FORM

All orders are to be placed through our website (www.parts-people.com) choosing NET30 PO as payment option. If that option is not available, then your account has not yet been approved to pay by purchase order. Please contact us to resolve. All purchase orders are in NET 30 terms, and all payment must be made within 30 days of purchase. Any purchases made in the state of Texas will require a Resale Certificate or Tax Exemption Certificate to be filled out and faxed/email to us before you can be approved.

School name: _____ Contact Name: _____

Phone: _____ Email: _____

Officers:	Title:	Email Address:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Billing Address

Address: _____

City: _____ State: _____ Zip: _____

Shipping Address (if different from billing)

Address: _____

City: _____ State: _____ Zip: _____

Mail Invoices: Email Invoices: Account Payable Email: _____

Username: _____ (If you have already created an account on parts-people.com, you will have an email that has your Username)

How many orders do you plan to make? 1-10 orders per month more than 10 per month

ESTIMATED MONTHLY ACTIVITY FOR NET 30 PAYMENT TERMS: \$ _____

The above information is given for the purpose of obtaining Net-30 Payment Terms and is warranted to be true. We affirm that we are financially able to meet our obligations, and will remit in accordance with the invoice terms.

Name and title of person to contact concerning account: _____

Signature of Owner/Officer: _____ Date: _____

Net 30 payment terms are extended as a courtesy to schools who purchase from our company on a monthly basis. It is not an extension of credit. Our terms are Net 30 Days from the Invoice date. Finance charges are assessed on all account balances over 30 days of age, at the rate of 1.5% monthly.

What next?

Once approved, you will receive a confirmation email. Please make note of your username and password. All future orders must be made using that account. If no prior account exists, and new account will be created with the info provided and a username and temporary password will be emailed to you.

Please Email completed form to: info@parts-people.com