

**NEW ACCOUNT INFORMATION WORKSHEET**

SALES REP: \_\_\_\_\_ Visual Inspect? DATE: \_\_\_\_\_

ACCOUNT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDL PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

MANAGER/OWNER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ACCOUNTING CONTACT: \_\_\_\_\_

ORDERS: \_\_\_\_\_

DELIVERY CONTACT: \_\_\_\_\_

**Description of Account:** (Potential sales volume, type of products to be purchased, etc.)

\_\_\_ Cultured Marble \_\_\_ EverCor \_\_\_ Ambassador Tops \_\_\_ Adorn Cabinets \_\_\_ Etc \_\_\_\_\_

Showroom Size: \_\_\_\_\_ Product on Display: \_\_\_\_\_

Mfg's Carried: \_\_\_\_\_

Expected to Display: \_\_\_ USM Top \_\_\_ EverCor Top \_\_\_/\_\_\_ End Cap Board \_\_\_ Shower Display \_\_\_ Etc.

CHECK ALL THAT APPLY:


- Wholesaler / Dealer
- Credit Application was left with account
- Account will MAIL or FAX Credit Application
- PROJECT (Contractor)

**NEW ACCOUNT DIRECTION INFORMATION FOR DELIVERY**

SALES REP: \_\_\_\_\_  Visual Inspect? \_\_\_\_\_ DATE: \_\_\_\_\_


ACCOUNT NAME: \_\_\_\_\_

DELIVERY CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

ADDL PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

**N** 

Show closest MAJOR HWY or STREET. "Miles From" Landmark. Etc.