



Since 1996

ALSTON INC.

Quality . Beauty . Longevity .™

Credit Applications & Resale Cards

ALSTON INC. offers an in-house line of credit to our qualified customers inside California. It is our current company policy that all accounts outside of California will be C.B.D. accounts. We will also release the materials upon advance payments received in full. We accept bank wire transfers, company checks, cashier's checks, money orders, as well as cash payment on all C.B.D. accounts. Transferable Letter of Credit (L/C) is preferred and accepted for container orders. We are also set up to receive credit card payments if you wish to pay via credit card. At this time we accept only Visa and MasterCard payments subject to a convenience fee.

Before any account is given a line of credit with **ALSTON INC.**, it is our policy to have a signed credit application on file. After processing your credit application, we will then determine the line of credit and terms that will be extended to your company based on your company credit history. **Transactions with us are always C.B.D. until terms have been approved.** All late payments will be assessed a late charge of 1.5% per month plus attorney fees. On the following page, you will find a copy of our credit application forms. Please complete them in full, signed and dated, and fax them back to our office at (909) 287-0698, or you can mail them to **ALSTON INC.**

All orders will be charged the appropriated sales taxes, for your area if delivered, unless a resale card has been filled out. Any company who is not listed as being in the business to sell floor covering materials will be charged sales tax. Please take the time to fill out the resale card, include your company name, type of business, date and state resale number. This only applies to California based companies.

To find out the status of your account, or if you have any questions regarding opening an account, please call our Customer Service hot line at (877) 936-0299.

ALSTON INCORPORATED

13980 Central Avenue • City of Chino, CA 91710 • U.S.A. • Tel (909) 287-0668 • Fax (909)287-0698

www.AlstonFlooring.com

www.AlstonInc.com

www.AlstonCarvings.com



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Credit Release Authorization

Dear Customer:

Thank you for requesting credit with **ALSTON INC.**

Please sign this form and return with a completed credit application to the following address:

ALSTON INC.

13980 Central Ave.

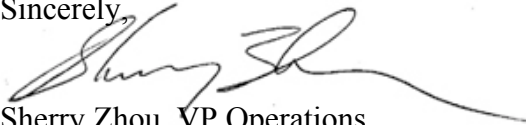
Chino, Ca 91710

Tel: (909) 287-0668 Fax: (909) 287-0698

This will enable us to obtain the necessary information from your references and expedite setting up your company account. Please note that this signed form will be copied and sent to all of the references you have provided us. The person signing this application certifies all of the information is true and correct. This information will be kept in strict confidence.

Should you have any questions, please contact us at (909) 287-0668.

Sincerely,



Sherry Zhou, VP Operations

Please consider this authorization to release any necessary information to ALSTON INC. for the establishment of credit with our company.

Company Name: _____

Account Name: _____

Authorized Signature: _____

Print Name: _____

Title: _____

Date: _____

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Credit Card Authorization

(This information will be kept in strict confidence)

Dear : _____
(Customer/Company Name)

Fax: (_____) _____ - _____ Tel: (_____) _____ - _____

Please fill out form and return completed credit card authorization to the following fax number:

Attn: Accounts Payable

Fax: (909) 287-0698

All information provided to us on this form is kept in strict confidence; this service is provided as a convenience for the customer subject to a convenience fee.

Type of Card (Check One): Visa Master Card

Credit Card #: _____ Exp. Date (MM/YY): _____ / _____

Billing Zip Code: _____

Security Code: _____



Name as it appears on the card: _____

Billing Address: _____

Authorized Signature to Guarantee Payment: _____ **Date:** _____

- By signing this form, I am authorizing Alston Inc. to charge the above credit card for money owned to Alston Inc., including any unpaid balances, open balances and/or past due balances for the current and future business transactions with Alston Inc.
- The undersigned individually, jointly and severally, agrees to personally guarantee payment for all materials and services furnished.
- In the event legal action is necessary to enforce collection, foreclosure or otherwise, the undersigned further agrees to be responsible for attorney's fees, court and other related costs that may be incurred. It is expressly stipulated that any action, other than foreclosure of lien, may be filed in the Superior Court, County of Riverside, California or at Seller's option.

Should you have any questions, please contact us at (909) 287-0668.

For Office Use Only:

*The above information is intended for the sole use of the intended recipient(s) and may contain confidential or privileged information.

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CALIFORNIA RESALE CERTIFICATE

(Name of Purchaser)

(Address of Purchaser)

I HEREBY CERTIFY: That I hold valid seller's permit No. _____ issued pursuant to the Sale and Use Tax Law; that I am engaged in the business of selling:

_____;

that the tangible personal property described herein which I shall purchase from **ALSTON INC.** will be resold by me in the form of tangible personal property; provided, however, that in the event any of such property is used for any purpose other than retention, demonstration, or display while holding it for sale in the regular course of business, it is understood that I am required by the Sales and Use Tax Law to report and pay tax, measured by the purchase price of such property or other authorized amount. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchased price or as otherwise provided by law.

Description of property to be purchased for resale:

For your information: A person maybe guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amounts as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

Date: _____ 201 _____

(Signature of Purchaser or Authorized Agent)

Telephone #: _____

(Print Name)

(Title)

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CREDIT APPLICATION

DATE _____

Name of SALES REP. _____

NAME OF BUSINESS:	TELEPHONE #
ADDRESS, CITY ZIP	FAX #
BILLING ADDRESS (IF DIFFERENT FROM ABOVE)	RESALE # or Pay Tax at Source
BUSINESS ENTITY IS A <input type="checkbox"/> CORP <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> OTHER _____ Fed Tax ID: _____	

Date Incorporated/Started _____ State _____ Estimated Annual Sales\$ _____

NAME(S) OF CORPORATE OFFICER(S), PARTNER(S), OR OWNER(S) – We MUST have SSN and DL # for all person(s) listed

Name	Title	Address	Social Security Number	Driver's License #

BANK INFORMATION:

Name of Bank	Address	Phone Number	Account Number

TREAD REFERENCES

Name	Address	Phone Number	Account Number

Agreement:

My signature on this application authorizes **ALSTON INC.** to perform background credit check on myself for the purpose of extending credit and I also authorize any of the References and Banks listed above to provide **ALSTON INC.** with any and all information requested. A service charge of 1.5% (18% per annum) may be applied on all amounts 30 days PAST DUE and may cause the account to be put on "Credit Hold" or automatically on "C.B.D." status. In addition, for and in consideration of **ALSTON INC.** extending credit to Business, the undersigned individually, jointly and severally, agrees to personally guarantee payment for all materials and services furnished. In the event legal action is necessary to enforce collection, foreclosure or otherwise, the undersigned further agrees to be responsible for attorney's fees, court and other related costs that may be incurred. It is expressly stipulated that any action, other than foreclosure of lien, may be filled in the Superior Court, County of Riverside, California or at Seller's option.

Each purchase and/or charge shall server to reaffirm this agreement.

Signature of Corporate Officer

Print Name

Title

Date

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ACCOUNTS INFORMATION SHEET

Please Check One: NEW ACCOUNT UPDATE EXISTING ACCOUNT

Please provide us with the following information:

COMPANY INFORMATION:

COMPANY NAME: _____

D.B.A. _____

FED TAX ID: _____ **RESALE NO.:** _____
(Please provide a copy of your sellers permit)

CONTRACTORS LICENSE #: _____

STORE INFORMATION:

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

TEL NO.: (_____) _____ - _____ **FAX NO.:** (_____) _____ - _____

CONTACT PERSON(s): _____

E-mail Address: _____

BILLING INFORMATION (If different from above):

BILLING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

TEL NO.: (_____) _____ - _____ **FAX NO.:** (_____) _____ - _____

E-mail Address: _____

***Check Writer Name:** _____ ***Driver Lic. #:** _____
REQUIRED for California Accounts ONLY

Send Completed Form:

Fax completed form to: (909) 287-0698

Or

Mail completed form to: Alston, Inc.
Attn: New Accounts
13980 Central Avenue
Chino, CA 91710

If you have any questions please call us at (909) 287-0668.

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