

ACCOUNT ESTABLISHMENT FORM

This form is for all new RadPro customers to complete. Once completed, please email this form to: accounts@radpro.co.nz, or fax to 03-741-1585 or post to RadPro, PO Box 79128, Avonhead, Christchurch 8446.

Account Name (as it is to appear on invoices)		
Accounts Payable Contact		
<i>First Name</i>	<i>Last Name</i>	<i>Email Address</i>

Account	Area	Number
<i>Phone</i>		
<i>Fax</i>		

Contact	Area	Number
<i>DDI</i>		
<i>Mobile</i>		

Postal Address	
<i>Attention</i>	
<i>Street Address or PO Box</i>	
<i>Town/City</i>	
<i>Post Code</i>	

Physical Address same as postal address	
<i>Attention</i>	
<i>Street Address</i>	
<i>Town/City</i>	
<i>Post Code</i>	

Electronic Invoice/Statement Recipient		
<i>First Name</i>	<i>Last Name</i>	<i>Email Address</i>

Purchase Orders – Default Account Requirements
A purchase order is not required for supplies made on this account
A purchase order is mandatory for all supplies made on this account