NEW CUSTOMER INFORMATION SHEET

Please fill out the information below and return via email or fax to:

Spectrum Concepts, Inc. Customer Service
customerservice@spectrumconcepts.com
Fax: 001-1-760-496-0670

Customer Name	
Billing Address	
Telephone number	
Fax number	

Contact Name	
Telephone number	
Fax number	
Email address	

Ship-to address			
Shipping contact name			
Telephone number			
Fax number			
Email address			
This address is our factory	**Yes or no?**	**This address is our broker or forwarder**	**Yes or no?**

What is your nearest port of entry?	

What is your nearest airport?	

What delivery service do you wish to use? (X)	
We will pick up with our truck	
Please quote delivery	

What US furniture manufacturer are you making product for?

Which Spectrum parts has the manufacturer specified for you to use?

How many will you be needing?

Is your company licensed for import and export?	

Sample Request Policy:
If you require samples for engineering purposes: We will be glad to send 1 or 2 sample parts at no charge. We will pay the air freight. If you require additional samples: We will release a limited amount of sample parts for free, provided that you supply us with your "Import" UPS, FEDEX or DHL shipper account number to bill the freight cost.

Import Air Courier Account Number:	Courier: (ie. UPS, FEDEX, DHL)