|  |  |
| --- | --- |
| A picture containing font, graphics, graphic design, screenshot  Description automatically generated | **Customer Account Setup Form** |

**MAIN CONTACT INFORMATION**

|  |  |  |
| --- | --- | --- |
| Institution/Company Name: |  | Department: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Primary Contact Name\*: |  | Telephone: |  | Email: |
| Purchasing/Buyer Name\*: |  | Telephone: |  | Email: |
| Accounts Payable Contact (optional): |  | Telephone: |  | Email: |
| Technical/Lab Contact (optional): |  | Telephone: |  | Email: |

**CERTIFICATIONS AND TAX INFORMATION**

|  |  |  |
| --- | --- | --- |
| FEIN Number: |  | VAT Tax Number: |
| Lab Permit Number |  | Sales Tax Exemption Number (email certificate to sales@anshlabs.com) |

**SHIPPING ADDRESS DETAILS\***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Institution/Company Name: | |  | Attention To: | |
| Telephone: | |  | Email: | |
| Address 1 | | | | |
| Address 2 | | | | |
| City | State | | Zip Code | Country |

**Special Receiving Instructions:** *(e.g. receiving is at entrance B which is open 8 to 5 pm)*

|  |
| --- |
|  |

**IS THE BILLING ADDRESS THE SAME AS SHIPPING?**

***If Yes – skip this section If No - fill in the following:***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Institution/Company Name: | |  | Attention To: | |
| Telephone: | |  | Email: | |
| Address 1 | | | | |
| Address 2 | | | | |
| City | State | | Zip Code | Country |

|  |
| --- |
| **ALL INTERNATIONAL ACCOUNTS:**  **TRADE SANCTIONS:**  Ansh Labs strongly believes in ensuring that our products do not end up in countries where there are trade sanctions as determined by the United States Department of the Treasury. If you plan to re-export any Ansh Labs products to any of the countries on the following lists, please first contact Ansh Labs to find out if any special licenses are required or if certain entities, governmental or persons, are illegal to trade with. These countries include Cuba, Iran, North Korea, and Syria (not an exhaustive list).  By signing (typing your name) below, I confirm on behalf of myself and my institution that we will not export products to these countries:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signature** **Date** |
| **INTERNATIONAL DISTRIBUTOR ACCOUNTS ONLY:** |
| **commitment TO RECORD KEEPING:**  **As a distributor of Ansh Labs’ products, we agree to maintain the following records:**   1. History of all customers who have received Ansh products. This history shall include all customer contact details, and information corresponding to product(s) received. It should include part numbers (including dates and quantities of each Ansh product shipped along with corresponding catalog numbers and lot numbers). 2. Records of any reported problems relating to the performance characteristics or safety of a product, including any user complaints, received after it was first sold.   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Signature** **Date**  **RETURN INFORMATION TO: Customer Relations Department, sales@anshlabs.com** |