



Photocopy, Inc.

Corporate Office  
215 S. Lemon Creek Dr.  
Walnut, California 91789  
(909) 594-5995  
FAX (909) 598-2308

Northern California Office  
(800) 331-0006  
FAX (800) 249-2375

San Diego Office  
(800) 332-7704  
FAX (800) 249-2375

### New Client Application and Authorization To Charge a Credit Card

Firm Name \_\_\_\_\_ Tax ID No.: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax \_\_\_\_\_

Person to contact for payment: \_\_\_\_\_ Title \_\_\_\_\_

**NAME OF ONE PRINCIPAL OR OFFICER:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ SSN: \_\_\_\_\_

Bank: \_\_\_\_\_ Branch \_\_\_\_\_

Account #: \_\_\_\_\_ Phone: \_\_\_\_\_

If granted credit, I/we agree to pay all invoices within the terms stated. It is also understood that carrying charges of 1-1/2% will be added to all past due invoices/statements. It is agreed that this Credit Agreement is negotiated in Los Angeles County, California. In the event of collection action, I/we agree to pay reasonable attorney's fees and all costs and expenses of collection, including collection agency fees.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_

#### Authorization to Charge a Credit Card

Your signature below authorizes Ronsin Photocopy to use the specified credit card to pay for services rendered by them. The credit card information provided will be used as a guarantee of payment only. If you pay our invoice(s) within 30 days, your credit card will not be charged.

Visa \_\_\_\_\_ Mastercard \_\_\_\_\_ Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on card: \_\_\_\_\_

I hereby declare that I am the holder of the above credit card, or have been authorized to use this credit card by the holder of said card. This is my authorization for Ronsin Photocopy to charge the above, valid credit card for services provided.

Signed: \_\_\_\_\_ Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Bakersfield · Chico · Fresno · Granada Hills · Hayward · Monterey Park · Orange · Riverside  
Sacramento · San Diego · San Francisco · Santa Maria · Santa Monica · Stockton · Ventura