



Customer Information Sheet

1445 Holland Rd., Maumee, OH 43537

LivingSpace / O: 419.866.7705

Porch Conversions / O: 704.762.1911 | F: 704.761.4674

COMPANY BRAND LivingSpace Porch Conversions

Date _____ Estimated Volume _____ Sales Rep _____

Legal Name of Business _____

Address _____ State _____ Zip _____

City _____ Business Email _____

Business Phone _____

Business Website _____

Social Media Facebook Twitter YouTube Instagram Pinterest Houzz

Year Business Established _____

Type of Organization Corporation Partnership LLC Sole Proprietorship Other

Under what state law is the organization formed? _____ FED. ID# _____ — _____

Will your purchases be exempt from sales tax? Yes No (If yes, return Exemption Certificate)

NOTE: LivingSpace & Porch Conversions ONLY collect sales tax for companies located in the state of Ohio.
All other dealers are responsible for their own state sales tax compliance.

LOCATION & CONTACTS — If applicable, use the back of this sheet for more location information.

PRIMARY CONTACT INFORMATION

Name _____

Title _____

Address _____

City _____

State _____

Zip Code _____

Phone _____

Email _____

PRIMARY SHIPPING INFORMATION

Name _____

Address _____

City _____

State _____

Zip Code _____

Phone _____

Email _____

Is this a warehouse? Yes No

Is there a loading dock? Yes No

Is there a forklift present? Yes No

Receiving hours _____

ACCOUNTING PERSONNEL

Accounting contact _____

Phone _____

Email _____

Fax _____

Dealer pick-up from LivingSpace or

Porch Conversions Factory
(no charge to dealer)

Ship to Primary Company Shipping Address

Hold at local terminal for Dealer pick-up

Delivery to Residential Address
(extra charges will apply)

PERSONS AUTHORIZED TO PLACE & APPROVE ORDERS

Name _____ Title _____ LS PC Place Approve Email _____

Name _____ Title _____ LS PC Place Approve Email _____

Name _____ Title _____ LS PC Place Approve Email _____

Name _____ Title _____ LS PC Place Approve Email _____

NOTES (OFFICE USE ONLY)

Distributor Dealer Contractor

Multiplier

Terms

Route

Rep

Rev 1.2.00

COMMENTS