



iGoLogic, Inc.
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Fremont, 94538
Tel: 510-252-9388
Fax: 510-252-9399
www.igologic.com

Credit Reference Request

- Urgent, Order Pending
- 1st Request
- 2nd Request
- 3rd Request

Request Date: _____

To: _____ Re: _____

Co: _____ Acct#: _____

Address: _____ Address: _____

Tel: _____ Tel: _____

Fax: _____ Fax: _____

We are in the process of updating our credit file on the above referenced company. We ask you in confidence to assist us with the following information:

Sales Activity Since: _____ Terms of Sales: _____

Date of Last Sale: _____ Credit Limit: _____

Highest Balance: _____ NSF Activity: Yes No

Open Balance: _____ If Yes how many times: _____

Over All Rating: Good Fair Poor Payment History: Prompt Slow

Average days to pay: _____

Please provide any comments on your experience with this customer that would be helpful to us in determining the terms of credit to extend to applicant:

Products Customer are purchasing? _____

Reference given by:

Signature

Position / Title

Print Name

Date Completed

► **Please fax it to: 510-252-9399 Attn: Credit Department**

Thank you very much for your assistance.

Sincerely,

Credit Department
iGoLogic, Inc.