



MICROCONSULT, INC.

3218 Commander Drive Suite 100
Carrollton TX 75006
info@microconsultinc.com
p 972-250-2902
f 972-250-2903






WWW.MICROCONSULTINC.COM

Customer Account Form

- ⊛ Microconsult, Inc. maintains strict confidentiality with our clients. A formal confidentiality agreement is available upon request.
- ⊛ All samples require a signed and dated chain of custody/submission form to initiate testing per cGMP requirements. Forms are available at www.microconsultinc.com.
- ⊛ Please include any payment related information or P.O. Number on the chain of custody/submission form.

Please type/print your information clearly to prevent delays in setting up your account. Thank you.

COMPANY INFORMATION		BILLING INFORMATION	
Company Name		President/Owner	
Company Contact		Accounts Payable Contact	
Telephone Number		Contact Telephone Number	
Email Address		Accounts Payable Email Address	
Fax Number		Fax Number	
Mailing Address		Billing Address	<input type="checkbox"/> Same as mailing address
Street Address		Street Address	
City/State/Zip Code		City/State/Zip Code	

PAYMENT INFORMATION	PAYMENT TERMS
<p>Preferred Payment Type (Please Choose One):</p> <p><input type="checkbox"/> Check</p> <p><input type="checkbox"/> Credit Card*</p>	<p></p> <p> </p> <p> </p> <ul style="list-style-type: none"> ⊛ Payments for invoices are due UPON RECEIPT. ⊛ Please contact Client Services with any questions regarding payment terms. ⊛ Microbiology and Chemistry price lists are available upon request. All other testing (e.g., Stability and Kill Rates) will require a signed quote prior to testing.
<p>*A 3% convenience fee will be added per credit card invoice. Credit card payments are processed through PayPal™.</p> <p>NOTE: PAST DUE BALANCES WILL INCUR A MONTHLY CHARGE OF 1.5% AFTER 30 DAYS.</p>	<p><i>Information obtained is for billing purposes only.</i></p> <p>Client Number: (For Microconsult, Inc. Use Only)</p>

Authorizing Business:

Authorizing Official:

Authorizing Signature:

Date:



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Microconsult, Inc. is dedicated to being the industry leader in testing services. Our policy is to ensure accurate and timely testing services and to continuously meet and/or exceed the expectations of our customers through day-to-day interactions.

Microconsult staff endeavors to work with all our customers regarding documentation and regulatory matters. According to current Good Manufacturing Practices, the customer is responsible for meeting sample testing requirements and must communicate those requirements in writing on the applicable Chain(s) of Custody prior to the initiation of sample testing.

Authorizing Business:

Authorizing Official:

Authorizing Signature:

Date: