



Arizona/Albuquerque Valve & Fitting Corp.  
DBA: Swagelok Southwest Co.

**Phoenix Office**  
4926 E. Beverly Rd.  
Phoenix, AZ 85044  
(602) 268-4848  
[swagelokswar@swagelok.com](mailto:swagelokswar@swagelok.com)

**Albuquerque Office**  
2732 Vassar Place NE, Suite A  
Albuquerque, NM 87107  
(505) 842-0213  
[swagelokswar@swagelok.com](mailto:swagelokswar@swagelok.com)

## APPLICATION FOR CREDIT

Authorized Swagelok Sales and Service Center  
[www.swagelok.com/southwest](http://www.swagelok.com/southwest)

GENERAL INFORMATION			
Legal/Commercial Name:	DBA (if applicable):	Year Established:	
Mailing Address:	City:	State:	Zip Code:
Phone Number:	Fax Number:	Owner/Principal(s) Name(s):	Federal Tax ID:
Credit Limit Requested:	<input type="checkbox"/> Less than \$5,000	<input type="checkbox"/> Between \$5,000 and \$20,000	<input type="checkbox"/> Greater than \$20,000
Are your purchases exempt from Sales Tax? <input type="checkbox"/> Yes* <input type="checkbox"/> No * If Yes, please submit a current sales Tax Exemption Certificate.			
Primary Shipping Address:	City:	State:	Zip Code:
BILLING INFORMATION			
Billing Contact Name:	Billing Contact Email:	Billing Contact Phone:	
Billing Address:	City:	State:	Zip Code:
Preferred Delivery Method for Invoices:	<input type="checkbox"/> Email	<input type="checkbox"/> USPS Mail	
AP Contact Name (if different than Billing Contact):	AP Contact Email:	AP Contact Phone:	
Preferred Payment Method:	<input type="checkbox"/> Check	<input type="checkbox"/> ACH	<input type="checkbox"/> Wire Transfer
PURCHASING INFORMATION			
Purchasing Contact Name:	Purchasing Contact Email:	Purchasing Contact Phone:	
Preferred Purchasing Contact Method:	<input type="checkbox"/> Email	<input type="checkbox"/> Phone	



## APPLICATION FOR CREDIT (Cont'd)

CREDIT REFERENCES			
1) Company Name:	Email (Required):	Phone:	
Address:	City:	State:	Zip Code:
2) Company Name:	Email (Required):	Phone:	
Address:	City:	State:	Zip Code:
3) Company Name:	Email (Required):	Phone:	
Address:	City:	State:	Zip Code:
4) Company Name:	Email (Required):	Phone:	
Address:	City:	State:	Zip Code:

# SWAGELOK SOUTHWEST CO. CREDIT TERMS & CONDITIONS

**TERMS:** Payment Terms will be Net 30.

**SALES TAX:** Arizona, New Mexico & Nevada Sales Tax will be in accordance with buyer's declaration/proof of exemption **AT TIME OF PURCHASE.**

**SPECIALS:** Nonstandard items cannot be cancelled or returned and are marked accordingly.

**SHORTAGES:** All claims and shortages must be reported within ten (10) days.

**FOB:** Shipping point - Swagelok Southwest Co. warehouse or applicable factory / warehouses.

**RETURN POLICY:**

- All returns will be subject to Restocking and/or Inspection charges.
- Returns must be in their original packaging, in perfect condition.
- Returns must be made within 90 days of the dated invoice.
- Credit will be in the form of a credit memo.
- A credit memo will be issued in accordance with the price shown on the original invoice.

**CHECK PAYMENTS:** Please send all check payments to 4926 E. Beverly Rd, Phoenix, AZ 85044.

**ACH PAYMENTS:** If you wish to pay via ACH or wire transfer, please reach out to [swagelokswar@swagelok.com](mailto:swagelokswar@swagelok.com) to request our banking information. All remittances must be emailed to this email address to ensure proper application.

**RETURN MATERIAL AUTHORIZATION:** A Return Material Authorization (RMA) is to be obtained by phone in advance by calling Swagelok Southwest Co. Customer Service.

If you need any further information or clarification, please contact our office.

I have read and understand the Standard Terms and Conditions for purchasing from Arizona/Albuquerque Valve & Fitting Corporation, DBA: Swagelok Southwest Co.

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Customer Signature

Title

Date

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Printed Name

Click submit form or email your completed form to: [swagelokswar@swagelok.com](mailto:swagelokswar@swagelok.com). Thank you!