

BANKJOBS.COM INVOICE APPLICATION

Please complete the following application to be considered for invoicing. By submitting this signed application, Company/Recruiter authorizes Careers, Inc./DBA Bankjobs.com to perform a credit inquiry by contacting the references provided below.

COMPANY INFORMATION

COMPANY NAME: _____

NAME OF APPLICANT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

EMAIL: _____

CREDIT INFORMATION

DATE COMPANY ESTABLISHED: _____

D&B # (IF AVAILABLE): _____

ACCOUNTS PAYABLE CONTACT NAME: _____

ACCOUNTS PAYABLE PHONE: _____

ACCOUNTS PAYABLE FAX: _____

ACCOUNTS PAYABLE EMAIL: _____

TRADE REFERENCES

Do not include personal references, rent, utilities, or credit cards.

BUSINESS #1 NAME: _____

ACCOUNT #: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

BUSINESS #2 NAME: _____

ACCOUNT #: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

BUSINESS #3 NAME: _____

ACCOUNT #: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

Once your application has been approved for invoicing, you will be notified by phone or email. You may then go into your Bankjobs.com Employer Account and make purchases while choosing the “pay by invoice” function.

INVOICE AGREEMENT

ALL INVOICES MUST BE PAID IN FULL WITHIN 30 DAYS OF PURCHASE, OR OUTSTANDING BALANCES WILL BE CHARGED 1.5% PER MONTH FEE ON THE BALANCE.

COMPANY/RECRUITER AGREES TO PAY ALL RETURNED CHECKS, PLUS A \$40 RETURNED CHECK FEE, COLLECTION AGENCY FEES, AND ANY REASONABLE OTHER FEES REQUIRED IN THE EVENT OF COLLECTION OF SUIT FOR COLLECTION.

SUBMITTED BY (SIGNATURE): _____

SUBMITTED BY (PRINTED NAME): _____

TITLE: _____ DATE: _____

PLEASE FAX COMPLETED FORM TO: 615-242-2785 ATTN: ACCOUNTING.

If you have any questions, please email: contact@bankjobs.com.