



# Customer Setup 2023

Please take a moment to provide us with your Company information

## COMPANY INFORMATION

Company Name \_\_\_\_\_

BILL TO Address \_\_\_\_\_

Master Nursery Garden  
Center Member  
\_\_\_YES \_\_\_NO

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

SHIP TO Address \_\_\_\_\_

(if different than Bill To)

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Vendor's #, if applicable \_\_\_\_\_

Do you have a receiving dock? \_\_\_Yes \_\_\_No

Select the Company Type that best matches your business: \_\_\_Boutique/Small Retailer \_\_\_Farm Market  
\_\_\_Fundraiser \_\_\_Garden Center \_\_\_Golf Course \_\_\_Government \_\_\_Horticulture Organization  
\_\_\_Landscape Professional \_\_\_Nonprofit \_\_\_Public Horticulture \_\_\_University/School

## ACCOUNTS PAYABLE INFORMATION

A/P Contact - Full Name: \_\_\_\_\_

Email address \_\_\_\_\_

Phone number: ( ) \_\_\_\_\_ Ext. \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

COD Customers: INVOICES will be Emailed to your A/P contact prior to delivery unless specified here: \_\_\_ Fax

Please send our A/P Contact an Application for Credit: \_\_\_Yes \_\_\_No Is PO# required \_\_\_Yes \_\_\_No

## CONTACT INFORMATION

Primary Contact

Full Name: \_\_\_\_\_

Position / Title \_\_\_\_\_

Email address \_\_\_\_\_

Phone number: ( ) \_\_\_\_\_ Ext. \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

Sign me up for the Weekly Availability List (emailed on Thursday, March-October) \_\_\_Yes \_\_\_No

Additional Contact

Full Name: \_\_\_\_\_

Position / Title \_\_\_\_\_

Email address \_\_\_\_\_

Phone number: ( ) \_\_\_\_\_ Ext. \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

Please list All Additional Contacts to receive our Weekly Availability, including position/title & email address.

\*Please note: You are required to fill out your state Exemption form and return to us prior to your initial order. Ohio Sales Tax will be included on all Ohio orders unless we have this form on file from you. Send completed forms to [sales@millcreekplants.com](mailto:sales@millcreekplants.com)