

**INSTRUCTIONS:**
**COMPLETING THE FORM:**

- a) This form is a fillable PDF. Please type information directly into each field.
- b) All red fields are required.
- c) If you have any questions, please reach out to [FHRCredit@fhr.com](mailto:FHRCredit@fhr.com).

**1. COMPANY NAME**

\*Full Legal Name

\*State of Incorporation

\*Country of Incorporation

**2. COMPANY ADDRESS**

\*Corporate Street Address Line 1

Parent Company Name, if applicable

Corporate Street Address Line 2

\*Number of Years in Business

\*City

\*State

Brief Description of your Business

\*Country

\*Zip / Postal Code

Product(s) Interested In

**3. BUSINESS IDENTIFICATION**

\*Tax Identification Number [Federal Tax ID / VAT / GST]

Corporate Website Address, if applicable

Environmental Protection Agency (EPA) number [US Customers Only]

Business Type: Public Corporation  
Private Corporation  
S Corporation  
Partnership  
Not for Profit  
Other (specify)

*mark with "X"*


Sales Tax Exempt?: Yes\*  
No


(\*If yes, please attach sales tax exemption certificate)

**4. OWNERSHIP**

Does company or its parent (if applicable) have any form of **government** (incl. but not limited to local government) or **state ownership** . Also specify if any owners or key personnel are/or have family who is involved in government (including local government) activities. Please specify however minor and indirect this involvement may be:

**5. CREDIT INFORMATION**

Please attach the following using the buttons on page 3:

**Copy of Certificate of Organization/Certificate of Incorporation**
**Three of the most recent FYE financial statements of the applicant (if non-public)**

This information will facilitate an initial credit review for customers new to FHR and help insure uninterrupted sales.

**6. OTHER STATEMENTS**

Please answer the following questions: Has the Applicant:

*mark with "X"* Yes No

- \* Had any outstanding or unsatisfied judgments or during the past 7 years been declared bankrupt?
- \* Had a property foreclosed on or given title or deed in lieu thereof?
- \* Been a party to a loan or credit obligation that was either delinquent or in default?


If any of the above questions are answered "YES", a detailed written description and explanation must be attached.

## 7. AGREEMENT REGARDING FINANCIAL INFORMATION (if non-public)

The Applicant has provided or will provide certain financial and other information to FHR. These are furnished for the purpose of inducing FHR to provide credit to the Applicant. This Agreement shall be regarded as continuous until another shall be substituted by mutual agreement of all parties for it. Upon request by FHR, Applicant shall provide FHR updated balance sheets and income statements ("Statements") annually and upon reasonable request. Applicant warrants that the Statements are a true, accurate, and complete statement of Applicant's financial condition, and will immediately notify FHR in writing of any material adverse change in the financial condition of Applicant. Applicant authorizes FHR to obtain any information, including credit information from other sources, that FHR may require concerning the Statements from time to time. FHR is authorized to share information related to Applicant's credit standing in regards to trade references. Applicant will indemnify and hold FHR harmless from any and all claims or damages incurred by FHR arising out of FHR's use or possession of information obtained from Applicant and shared by FHR. Applicant hereby gives its consent to have FHR obtain any and all information from its banks or others concerning applicant's checking and/or savings accounts, obligations, and all other credit matters which FHR may require in connection with the application. This form may be reproduced or photocopied and a copy shall be as effective as the original.

## 8. TRADE/SUPPLIER REFERENCES

Supplier/Trade Reference Name	City,State	Contact Name
Phone Number	Fax Number	E-mail

Supplier/Trade Reference Name	City,State	Contact Name
Phone Number	Fax Number	E-mail

## 9. CREDIT CONTACT INFORMATION

Credit Contact Person	Phone Number
Credit Contact e-mail Address	Fax Number

## 10. BILLING INFORMATION

☐ Address same as Corporate Address

☐ Contact same as above

Billing / Invoicing Address Line 1	Billing / Invoicing Contact Person	
Billing / Invoicing Address Line 2	Billing / Invoicing Phone Number	Fax Number
City,State Zip / Postal Code	Country	Billing / Invoicing Contact e-mail Address

## 11. SHIPPING INFORMATION

☐ Address same as Corporate Address

☐ Contact same as above

Shipping Address Line 1	Shipping Contact Person	
Shipping Address Line 2	Shipping Contact Phone Number	Fax Number
City,State Zip / Postal Code	Country	Shipping Contact E-mail Address

## 12. CONTRACTS CONTACT INFORMATION

☐ Contact same as above

Contract Contact Person	Phone Number
Contract Contact E-mail Address	Fax Number

### 13. BANKING INFORMATION

*Primary Bank	*Address	*City,State	*Zip Code
*Bank Contact	*Bank Contact Phone Number	*Bank Contact Email	
*ABA Number	*Bank Account Number		
Customer Accounts Payable Contact	Customer Accounts Payable Phone Number	Customer Accounts Payable E-mail	

Payment Method:

Debit advices will be sent by email.

E-mail Address

**Please Note: A bank reference will be required for all payment methods other than Direct Debit. To facilitate this process, please contact your bank to authorize release of this information.**

### ATTACH A VOIDED CHECK OR DEPOSIT SLIP FROM ABOVE ACCOUNT

Use buttons (when open in Internet Explorer only) to attach documents or email them to [FHRCredit@fhr.com](mailto:FHRCredit@fhr.com)

To delete attachments, click the paper clip icon on the left of the screen to display attachments. Click the desired attachment(s) and press the "Delete" key on your keyboard.

### 14. TERMS AND CONDITIONS

- 1) The Applicant agrees to pay for all purchases according to terms provided in the related invoice(s) to applicant. No terms or conditions different from Flint Hills Resources (hereinafter "FHR") invoice(s) will become part of any transactions unless specifically approved in writing by FHR.
- 2) This Information Sheet is not intended to be and is not an offer or promise to provide credit to Applicant.
- 3) FHR reserves the right in its sole discretion to grant, deny, or revoke credit, or decrease or increase credit limits.
- 4) Accounts not paid when due for any reason, shall bear interest (basis 360 days per year) for each day on which any sum is past due at the rate of 18%per annum, or the maximum rate allowed by law, if less than 18% per annum. The customer is responsible for all incurred collection costs or fees.
- 5) All sales are subject to the applicable Flint Hills Resources General Terms & Conditions, unless otherwise agreed to in writing.
- 6) Customer hereby authorizes Flint Hills Resources, LP for its own account and for the account of its divisions, subsidiaries and affiliates ("FHR") to initiate ACH debit and credit entries to Customer's deposit account described above, and does further authorize the financial institution described above to debit or credit such entries to the Customer's account.
- 7) This authority shall remain in effect until terminated upon fifteen (15) days written notice by either Customer or FHR. Notice of termination shall in no way affect debit entries initiated prior to actual receipt of notice.
- 8) Customer shall receive advance notice of invoices and/or debits in such form and at such time as may be established by FHR. To the extent that the above bank has the capacity to receive accounting data relating to the debits or credits being transmitted and to the extent FHR shall elect such form of transmitting information, Customer authorizes FHR to make transmissions of such information to the above bank.
- 9) All credit terms and other terms and conditions of trade credit otherwise established between Customer and FHR shall remain in effect.

**By signing this Information Sheet, Applicant certifies that the statements made in the application including statements contained in the financial statements attached are true, accurate and complete. The typed signature below will serve as a valid operative electronic signature. By signing, Applicant acknowledges the signature is legally enforceable as if the document had been physically signed.**

*Applicant (Company Name):	*Date:
*Signature:	
*Title:	

This Authorization Agreement is established between Customer and FHR with respect to currently prevailing trade credit terms. FHR may change the applicable trade credit terms without notice to the above bank.

### CLICK SUBMIT BUTTON BELOW WHEN FORM IS COMPLETED

(or email form to [FHRCredit@fhr.com](mailto:FHRCredit@fhr.com))