



HOW TO OPEN AN ACCOUNT WITH BRA*TENDERS, INC.:

Please complete the following information and fax it to (212) 957-7010

Also, be sure to include a

Tax Exempt Certificate and/or a Tour Itinerary if applicable

1.) Name of the production (if applicable):

2.) Name of Management Company or Regional Theater:

3.) Name, company telephone number, cell phone number, fax numbers, e-mail address and title of the Business, Company or Costume Shop Manager:

4.) Name, contact and fax numbers, e-mail address and title of the Accounts Payable Contact Person:

5.) Exact name and address of the Company for both billing and shipping:

Billing Address:

Delivery Address:

ATTN: _____

ATTN: _____

(NAME OF LLC PRODUCTION OR REGIONAL THEATER)

(NAME OF PRODUCTION OR REGIONAL THEATER)

(STREET ADDRESS)

(STREET ADDRESS)

(CITY, STATE, ZIP)

(CITY, STATE, ZIP)

(COUNTRY)

(COUNTRY)

6.) **For Shipping:** FedEx and/or UPS Account numbers (or credit card number if applicable):

7.) Names, titles, contact phone numbers and e-mail addresses of persons authorized to place orders on this account.

8.) Whether you require purchase orders and if so, please include amount guidelines:

9.) Bank and trade references (account numbers, phone numbers, and contacts.)

10.) When setting up our remittance address in the Vendor List of your accounting software, please remit to:

**Bra*Tenders, Inc.
P.O. Box 236
New York, NY 10108**

11.) This is how our Playbill Credit should read:

“Special thanks to Bra*Tenders for hosiery and undergarments.”

Name	Title	Company	Date
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I, _____ guarantee payment for items ordered by all persons shown above.
PRINT NAME HERE

SIGNATURE HERE