



Payment Terms Election Form

Store Name-PLEASE PRINT

API Customer Number

Please check one (1) payment terms option (Discounted or Standard) –

Discount Terms:

- Payment is due on Thursday of the calendar week following invoice date. Timely payment earns a **0.25%** (1/4 of 1 percent) order discount.
- Payment is due 10 days from date of invoice. Timely payment earns a **0.25%** (1/4 of 1 percent) order discount.

Standard Terms:

- Use my current payment terms and form of payment as my default payment terms.

Discounted payment terms are ONLY available for those who use the ACH / EFT payment method. If you selected the Discounted Terms option please check one below.

- I am already paying by ACH / EFT payment method. Use my current account on file.
- A completed ACH / EFT Authorization Form is being faxed with this election (**Complete and fax the ACH / EFT Authorization Form and copy of voided check**)

Please note: **ANY changes** will be effective within 2 business days after API receives this election (and the ACH / EFT Authorization Form, if applicable). Payment terms will apply to all invoices issued on or after the date the change is in effect. If you would like to choose a later effective date enter that date here _____ (**Optional effective date**)

Signature

Date

Print Name

Fax completed form(s) to 888.560.4442

Attn: Shasta

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