

AUTHORIZED SIGNER



Complete the form below and provide the names of key employees and associates who have permission to place orders and pick up materials that will be billed to your account. These are the only people who we will allow to bill purchases to your RBS charge account.

Make sure your list of authorized signers is up to date. Take a moment to contact our Credit Department and update your list today.

I, _____, authorize the following to charge on my account with Riverhead Building Supply.

ACCOUNT NAME _____

ACCOUNT NUMBER _____

Please print all names

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature _____ Title _____

Date _____

**Please send completed application and W9 to Riverhead Building Supply
Credit Department: Email: creditgroup@rbscorp.com • Fax: 631-727-6361
Questions? Call our credit department at 1-877-335-1501**

Providing a list of authorized signers helps us to get your key employees billed out and back to the jobsite. Keeping your account secure is important to us. You can update this list at any time, adding or removing authorized signers, by contacting our Credit and Accounts Receivable department at 1-877-335-1501 or email creditgroup@rbscorp.com