



**MEIER SUPPLY COMPANY, INC.**  
HVACR SPECIALISTS



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Wholesale Distributors • Refrigeration • Air Conditioning • Heating • Industrial Specialties

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## CUSTOMER ACCOUNT APPLICATION INSTRUCTIONS

Please follow the instructions below for completing and submitting a Customer Cash or Credit Account application with Meier Supply.

1. PDF fillable versions are available on our website, [www.meiersupply.com](http://www.meiersupply.com) > Support > Customer Account Application. If you complete an application by hand, please print legibly to prevent errors when creating your account.
2. All applications must be completed in full, signed by the applicant, and submitted to [AR@meiersupply.com](mailto:AR@meiersupply.com), your local branch, or mailed to the Corporate Office for review and processing. Please include subject line “Customer Account Application” if you send via email.
  - a. Credit Applications – any missing information, failure to sign terms and/or Personal Guaranty may result in credit denial.
3. Approval of your application is subject to review by the Corporate AR department. We will contact you for validation of your credit application to avoid any fraudulent submissions.
4. Please allow 5-10 business days for your application to be processed by the Credit Department. Once approved, you will receive an email from [AR@meiersupply.com](mailto:AR@meiersupply.com) with your customer account number and additional information. If your application is rejected for any reason, we will notify you.
  - a. If you have not heard on status of your application after 10-business days, please contact [AR@meiersupply.com](mailto:AR@meiersupply.com).

We value all our customers and look forward to a long relationship.

Thank you for choosing Meier Supply!