



**Help Us Work Better for You!**

Our new rental systems make it possible for us to email or fax invoices and statements directly to you and maintain your rental history for better customer support. Please help us update your records so we can serve you. Birch will only use this information for internal purposes.

<b>Name</b>	<b>Title</b>
<b>Company</b>	<b>Phone Number/Cell Number</b>
<b>Address</b>	<b>City, State, Zip</b>
<b>Email</b>	<b>Fax Number</b>

- Check here if you would like to receive invoices and statements via email.
- Check here if you would like to receive invoices and statements via fax.
- I am interested in signing up for Fleet Updates, your monthly email with the latest deals and information on Birch and the community.
- I would like to learn more about the customer-interactive Birch Portal coming first quarter of 2010.

**Billing Contact & Address (if different from above)**

<b>Name</b>	<b>Title</b>
<b>Accounts Payable Email</b>	<b>Phone Number/Cell Number</b>
<b>Address</b>	<b>City, State, Zip</b>

**Please provide the following important information as they apply:**

Tax Exempt # \_\_\_\_\_ On file? Y / N Exp. Date \_\_\_\_\_  
 Federal ID # \_\_\_\_\_ Social Security # \_\_\_\_\_  
 Contractor's Lic. # \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Certificate of Insurance on file? Y / N Exp. Date \_\_\_\_\_

**Approved Employee Pick-up List**

Please list all employees approved to pick up from Birch on behalf of your company.

<b>Employee Name</b>	<b>Department and/or Title</b>	<b>Phone</b>	<b>Cell Phone</b>	<b>Email</b>

*Out of room? Feel free to attach an extra page on company letterhead with additional employees.*

**Please sign below, then continue onto the next page to answer a few more questions.**

\_\_\_\_\_ X \_\_\_\_\_ Date \_\_\_\_\_



**What is your company's specialty?** Circle all that apply.

- |                      |          |              |                   |                  |
|----------------------|----------|--------------|-------------------|------------------|
| General Contractor   | Flooring | Glass Co     | Window Cleaning   | Electrical       |
| Residential          | Drywall  | Cabinetry    | Landscaping       | Tree Trimming    |
| Commercial           | Framing  | Signs        | Roads             | Roofing          |
| Developer            | Trusses  | Painting     | Metal Working     | Welding          |
| Utilities            | Masonry  | Retail       | Manufacturer      | Lumber Yards     |
| Pipeline             | Refining | Plumbing     | Public Works      | Fishing Industry |
| Farming              | Nursery  | Education    | Garbage/Recycling |                  |
| Site prep/Excavation |          | Other: _____ |                   |                  |

**How can we help you?** Circle all that apply.

- |                 |                       |          |                 |
|-----------------|-----------------------|----------|-----------------|
| 24-Hour Service | Equipment Maintenance | Delivery | Safety Supplies |
| Equipment Sales | Equipment Rental      | Training | Consumables     |

**What time of year do you rent equipment and tools?**

- |        |        |        |      |            |
|--------|--------|--------|------|------------|
| Winter | Spring | Summer | Fall | Year-round |
|--------|--------|--------|------|------------|

**What time of year do you rent equipment and tools?**

- |        |        |        |      |            |
|--------|--------|--------|------|------------|
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|--------|--------|--------|------|------------|

**What are your equipment needs?** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Customer Comments**

Almost done! Please include any comments on ways that you think Birch can be of service.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please fax this document to 360.738.1385 attn: Cara Buckingham or email to [info@birchequipment.com](mailto:info@birchequipment.com)