

QC Metal Pickling
1201 – 7th Street
East Moline, IL 61244

Phone: (309) 755-1472
Fax: (309) 755-1473

Vision Pickling & Processing
9341 – State Route 23
Waterman, IL 60556

Phone: (815) 264-7755
Fax: (815) 264-7778

We welcome our new customers to Vision Pickling & Processing/QC Metal Pickling and appreciate your business. To better serve you we have enclosed a list of procedures we ask you to follow on your incoming paperwork for proper communication, as well as required tax information certificate and a credit reference.

Your business is important to us and since we are in the service business we will do everything in our power to accommodate all reasonable requests. Proper written communication on your purchase orders will ensure your requests will be met in a timely manner. All of our customers are important to us and we make every effort to treat each one equally. We always make it a point to notify each customer when their material is ready for pick up so they can schedule the transportation arrangements.

We take great pride in offering the best quality and service in the industry. It is our hope that this is the beginning of a long-term business relationship that will be mutually beneficial to both companies. Please inspect our quality and if you have any questions please give us a call.

Thank You,

Steven F. Whitney
President

To All Vision Pickling & Processing/ QC Metal Pickling Customers:

We recognize that we are in a service industry, and as such we try to facilitate all of our customers orders in the most efficient and timely manner. We are well aware of the various time constraints your own customers demand of you, therefore it is paramount that we adhere to your delivery schedules. Our reputation for exceptional service turnaround is the best in the industry since 1982, and we continue to strive to keep this reputation intact. Clear-cut communications and definitive purchase orders are the key to expediting your orders and also reducing the risk of errors. This communication is critical to the most efficient processing throughout the various stages of your order; from the office work orders, through plant processing and back to the office for packing list printout and shipping documents and on to accounting. This can save costly man-hours both in the plant and in the office on the telephone, fax, etc. In our processing plant we have specialized fixtures to accommodate specific size and weights of materials. Our production foreman, who sets up the schedules, must know the weight and dimensions of the material to be processed. At this time it is also critical to know any special handling or packaging instructions. Our office computes that information to him from the paper work we receive from our customers. We do not count the steel when we receive the material on the truck. In our processing, since we have to segregate each and every piece on our processing racks, we audit the count of each item of steel at that time. The material is again counted after processing when unloaded and prepared for shipping.

Some customers mail purchase orders to us. This is not acceptable. Often these purchase orders we receive in the mail come after we have actually received the material and have processed and shipped it back. Sometimes the material that was originally scheduled to be processed on the mailed purchase order does not match what the truck driver actually delivered. This causes a great deal of confusion and misinformation and costly waste of man-hours. **Vision Pickling & Processing /QC Metal Pickling requires the following information on all paperwork (Delivery Receipt or Copy of the Purchase Order) that is received from the incoming truck driver.**

- ◆ **All truck drivers must have paperwork when they deliver material that matches what they have on their truck.**
- ◆ **Paper work must be legible to read.**
- ◆ **Paper work must include the following:**
 - ⇒ **Purchase order number**
 - ⇒ **Description of the material (length-width-thickness) of each item size not just total feet**
 - ⇒ **Weight of each item or total weight for all of the pieces for each item**
 - ⇒ **Number of pieces for each item**
 - ⇒ **Name of the order writer**
 - ⇒ **Date due (normally 72 hr. turnaround after we receive material)**
 - ⇒ **Type of process**
 - **Pickle & Oil**
 - **Pickle Dry (Call for information on this process)**
 - **Pickle & SRP (Synthetic Rust Preventative)**
 - ⇒ **Special Instructions**
 - **Bundling information (e.g. weight, size or quantity)**
 - **Heat Separation information**
 - **Special Handling information**

Most of our customers already supply us with all this necessary information. Any new customers or others that need to be informed of our company requirements should use this as a guideline to follow in the future. We pledge to keep our service and quality to be the best in the industry. With your cooperation in this matter we can serve you and your customers with the product they want when they need it. Our invoicing is done on a daily basis, and the terms are **Net 30 Days.**

VISION PICKLING & PROCESSING, INC.

Tel: 815-264-7755 9341 State Route 23, Waterman, IL 60556 Fax: 815-264-7778

Commercial Credit Application

Trade name: _____ Address: _____

Telephone: _____ Fax: _____

Name of Accounts Payable contact: _____ Title: _____

Credit Line requested: _____ FEIN or SS#: _____

Corporation _____ Partnership _____ Individual _____

OWNERSHIP Name: _____ Address: _____

Title: _____

% Ownership _____

Telephone: _____ Fax: _____

Name: _____ Address: _____

Title: _____

% Ownership _____

Telephone: _____ Fax: _____

TRADE Name: _____ Address: _____

REFERENCES Contact name: _____

Telephone: _____ Fax: _____

Name: _____ Address: _____

Contact name: _____

Telephone: _____ Fax: _____

Name: _____ Address: _____

Contact name: _____

Telephone: _____ Fax: _____

BANK Name: _____ Address: _____

REFERENCES Office: _____

Account no: _____ Telephone: _____

In condition for credit being extended, I or we acknowledge and agree to the following: (1) Payment is jointly, severally and unconditionally guaranteed within 30 days of date of delivery; (2) any charges unpaid after the above 30 days are to be increased by 1½% per month; (3) any charges still outstanding after 90 days from date of delivery are subject to collection, and all collection or arbitration expenses, attorneys' fees, and court costs will be borne by the purchaser; (4) title to all work shall remain with the creditor until all invoices and additional charges have been paid in full; (5) all claims, requests for adjustments, or notification of errors must be made within thirty days, or charges are considered accepted; (6) this agreement shall apply to all current and future charges unless revocation is received by registered mail; (7) credit privileges may be withdrawn at any time without invalidating the terms of this agreement.

**CREDIT CANNOT BE EXTENDED UNTIL
THIS FORM IS COMPLETED AND VERIFIED**

Authorized signature:

Title: _____ Date: _____

**SALES TAX EXEMPT CERTIFICATE
MULTI-JURISDICTION**

Issued to: VISION PICKLING & PROCESSING	Address: 9341 STATE ROUTE 23, WATERMAN, IL 60556
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I certify that:

Name of Firm (Buyer): _____S		
Street Address <i>or</i> P. O. Box No.: _____		
City:	State:	Zip Code:

Is engaged as a registered:

- Wholesaler
- Retailer
- Manufacturer
- Lessor
- Other _____

is registered with the below listed states and cities within which your firm would deliver purchases to us and that any such purchases are for wholesale, ready ingredients or components of a new product to be resold, leased, or rented in the normal course of our business. We are in the business of wholesaling, related manufacturing, processing, leasing, or renting.

Product <i>or</i> Services Rendered:

State:	State ID No.:	City <i>or</i> State	State Registration <i>or</i> ID No.
City <i>or</i> State	State Registration <i>or</i> ID No.	City <i>or</i> State	State Registration <i>or</i> ID No.
City <i>or</i> State	State Registration <i>or</i> ID No.	City <i>or</i> State	State Registration <i>or</i> ID No.

I further certify that if any property so purchased tax free is used or consumed by the firm as to make it subject to a Sales or Use Tax we will pay the tax direct to the proper taxing authority when state law so provides or inform the seller for added tax billing. This certificate shall be part of each order which we may hereafter give to you, unless otherwise, specified, and shall be valid until canceled by us in writing or revoked by the city or state.

General description of products to be purchased from the seller:
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I swear or affirm that the information on this form is true and correct as to every material matter.

Authorized Signature (Owner, Partner, or Corporate Officer)	Title	Date
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