



394 West Caribbean Drive  
Sunnyvale, CA 94089  
(408) 734-9300  
Fax (408) 734 - 9301

To Our Valued Vendor –

We are currently in the process of updating our database. Please take a moment to complete the following information and then fax or mail to the address listed above. If you would prefer to e-mail the information, please feel free to send it to [smccain@svlwin.com](mailto:smccain@svlwin.com). Thank you for your prompt completion of this form.

Sincerely,  
Stephanie McCain

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Remit To (if different) \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Phone Number : \_\_\_\_\_ Fax Number: \_\_\_\_\_

Does your company send monthly statements? Yes \_\_\_\_\_ No \_\_\_\_\_

Terms of Sale \_\_\_\_\_

Our Account Number \_\_\_\_\_

Contacts –

Accounts Receivable Contact

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Sunnyvale Windustrial's Accounts Payable Information

Pat Alexander  
(408) 734 – 9300 ext. 101  
Fax – (408) 734 – 9301  
[palexander@svlwin.com](mailto:palexander@svlwin.com)

Please send all invoices to –  
Sunnyvale Windustrial Company  
P.O. Box 1127  
Dayton, OH 45401