



INSIGHT BUSINESS SERVICES, INC.
Application for Account Receivable Funding

General Information			
Legal Name of Business:			
Trade Name:		Federal ID#:	
Phone:	Fax:	E-mail:	
Address:			
City:		State:	Zip Code:
Date Business Established:			
Sole Proprietorship:	Partnership:	Corporation:	Other:
Has there been a change of ownership in the past year?			
Has the company ever changed its name?			
Brief description of business or primary product:			
Approximate number of employees:		Does the company own or rent location:	
Account Information			
Current outstanding receivables: \$			
Approximate total number of invoices per month:			
Total Billing: Last 30 Days \$		Last 12 Months \$	
Average invoice amount: \$		Average days invoices outstanding:	
Approximate total number of customers:			
Are receivables generated from the sale of goods, services, or both?			
Approximate annual dollar volume of sales discounts, returns and allowances: \$			
What documentation is required by your clients to accompany your invoices for payment?			
Officers / Directors / Partners Information			
Full Name:			
Home Address:			
Home Phone:	Cell Phone:	Social Security #:	
Date of Birth:	Percentage Ownership:	Title:	
Position (circle all that apply): Officer Director Partner Proprietor Other			

Officers / Directors / Partners Information

Full Name:		
Home Address:		
Home Phone:	Cell Phone:	Social Security #:
Date of Birth:	Percentage Ownership:	Title:
Position (circle all that apply): Officer Director Partner Proprietor Other		

Company History

Has this company ever pledged, factored, or sold its receivables?
Are the company's receivables currently being sold, factored or pledged?
Have the companies with whom any Officer, Director, Partner or Principal has been associated within the past five years sold, factored or pledged its receivables?
Is this company now, or has it ever been in bankruptcy?
Are there any payroll, state or federal taxes past due?

Top 3 Clients

Customer Name	City, State, Zip	Monthly Volume (\$)	Average Days Outstanding

Additional Documentation

Current Accounts Receivable Aging Report
Most Recent Tax Return
Copies of Invoice Documentation (Invoice and Supporting Documentation, e.g. Purchase Order, Signed Time Card, Proof of Delivery, Bill of Lading, Signed Delivery Ticket, etc.)
The information supplied in the Prospective Client Information Form and all forms and documents submitted to Insight Business Services, Inc. in connection herewith is true and correct to the best of my knowledge and belief. I/we hereby authorize Insight Business Services, Inc. to investigate my/our financial responsibility and credit worthiness and will provide financial statements, tax returns, etc. as Insight Business Services, Inc. deems necessary. I/we grant Insight Business Services the right to procure any and all credit reports pertaining to any party to this application. I/we grant Insight Business Services, Inc. the right to file liens on my/our company's accounts receivables.
Title:

Signed By:	Date:
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