



## PROJECT INFORMATION REQUEST

Please fill-out the following information completely and return to:

Viking SupplyNet  
Credit Services Department

EMAIL TO: [jobrequest@supplynet.com](mailto:jobrequest@supplynet.com)

Ship to: (check one)  Job-site  Customer's Shop

Customer information (Legal Entity Name): \_\_\_\_\_ Account #: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip (9 digit) \_\_\_\_\_

Is this project tax exempt?  YES  NO (If yes provide a valid tax certificate)  
Is this project Public or Federal?  YES  NO (If yes provide the payment bond or bonding information)

Project Name : \_\_\_\_\_

(Please reference this name when placing orders with Customer Service)

Project address/Delivery Address: \_\_\_\_\_

City: \_\_\_\_\_ County : \_\_\_\_\_ State : \_\_\_\_\_ Zip (9 digit): \_\_\_\_\_

Dollar amount of materials to be purchased for this project : \$ \_\_\_\_\_  
(Include the dollar amount for ALL materials, loose and fabrication)

Was your contract signed in 2021 or 2022 , this if for jobs located in the state of Texas ONLY!

Anticipated start date (if in the future) : \_\_\_\_\_ Anticipated date of completion: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

General Contractor Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*Special Note: If your project is in Florida, Georgia, or Ohio please make sure to include the Notice of Commencement for faster processing.*

The above information is accurate and complete to the best of my knowledge:

Signature: \_\_\_\_\_ Today's Date: \_\_\_\_\_

**\*\*We are not able to start processing orders for this project until this form is completed in its entirety, including a valid signature or electronic signature. If there is information that you do not have or if you are working directly for the Property Owner, please make note of that on this form. Your prompt response will allow us to provide you with the best service possible!**