



ASI Environmental Services
Customer Set-Up/Update Form

This form must be completed in its entirety. Please mark N/A if needed.

Date: _____	Location: <input type="checkbox"/> TXK <input type="checkbox"/> DFW <input type="checkbox"/> LR
Legal Name of Business: _____	
Bill To Address: _____	
Ship To Address: _____	
Telephone: _____	Fax: _____
Credit Limit: _____ C.O.D _____ Check _____ Credit Card	

<u>Sales Contact Information</u>	
Name: _____	Phone: _____
Fax: _____	Email: _____

<u>Accounts Payable Contact Information</u>			
Name: _____	Phone: _____		
Fax: _____	Email: _____		
Tax Exemption: (please answer yes or no to each State) (If yes, please include an Exemption Certificate for each)			
_____ Arkansas	_____ Texas	_____ Louisiana	_____ Oklahoma
Invoice Requirements: _____ Purchase Order Required			
Will you accept invoices via e-mail: _____ Yes _____ No (If yes, please provide the e-mail address to send the invoice: _____)			
If you chose to receive invoices via email, will a clear scanned copy of the Shipping Document be accepted or would like the original Shipping Document mailed? _____ Accept _____ Mail			
Any additional information required on/with invoices: _____			

<u>FOR ASI USE ONLY</u>	
<u>Billing Information</u>	
Trucking Rate per Hour: _____	Overtime Rate: _____
Disposal per gallon: _____ Liquid _____ Sludge _____ Ethanol _____ Used Oil	
Fuel Surcharge: _____ Yes _____ No	
Any additional information required for Dispatchers to invoice: _____	
Requested By: _____ SM Approval: _____	



Estimate/Job Checklist

1. Who are we working for? _____
2. What is the address of the job? _____

3. What are we pumping (O/W, PST, etc.) _____
4. If O/W, is it sampled yet? _____
5. Do we have a WCF approval? _____
6. If no approval, do we have a home for it? (Landfill, etc.) _____
7. How many gallons? _____
8. How close can we get to the pumping location? _____
9. How much hose do we need? _____
10. What are we pulling from? (Tank, Tote, Drum, Pit, etc.) _____

11. What kind of fittings will we need? (2", 3", male or female, etc.) _____

12. If a job is a product transfer, please get the following:
 What is the product? _____
 What will we be pulling from? _____
 What will we be unloading into? _____
 Connection Size? _____
 Amount? _____
 Does customer want a certified clean out or will our cleaning be approved? _____
13. Who is our site contact? _____
14. Contact Phone Number? _____
15. Are we renting or delivering equipment? (Frac, Roll-Off, etc.) _____
16. Pressure Washer needed? _____
17. How do we access the site? (Special gate, check-in procedure, etc.) _____

18. Can we fit transport on site? _____
19. Time Restrictions? _____
20. Special Instructions or Notes? _____

Salesperson

Date