



REFRIGERATION HARDWARE SUPPLY CORPORATION

632 Foresight Circle, Grand Junction, CO 81505 • Phone: (970) 241-2800 • FAX: (970) 241-7500

Date: _____

ACCOUNT NUMBER: _____

ACCOUNT NAME: _____

To Our Valued Customers:

We are now able to offer you a choice about how you receive your invoice and statement. These added options now include delivery via email or fax. Please note if you would like to continue to receive your invoices and statements by mail, you can disregard this notice and your account will not be changed.

Please mark which method you would prefer and we will record these changes to your account. If you choose to receive one or both of the invoice options listed below, your normal mailed invoices and statements will stop.

E-mail: _____
(e-mail address)

Fax: _____
(fax number)

Signature: _____
(customer signature)

Please mail, fax or email this form to our accounts receivable department with these changes so we can include them with your account information.

Fax: 970-241-8431 or Email: Juanita@rhsparts.com

We thank you for your time and attention to this matter.

Sincerely,

Juanita Vanderpool

Juanita Vanderpool, Accounts Receivable
REFRIGERATION HARDWARE SUPPLY CORPORATION