



## Credit Reference Worksheet

Date: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

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

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

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

Email: \_\_\_\_\_

Customer Name (Company): \_\_\_\_\_

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

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

### To Whom It May Concern:

The above mentioned Company has filed a credit application with RCG America and listed your firm as a credit reference. With their Credit Application the applicant has given us authority to contact the listed references and receive confidential information regarding their credit history. Please find attached a copy of their Credit Application that has your bank listed as a bank reference and authorizing RCG America to receive the requested information.

**Information Provided by:**

Your Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

What is their average monthly balance? \_\_\_\_\_

How long have their accounts been open? \_\_\_\_\_

When was the date of their last purchase? \_\_\_\_\_

Do they have past due balances? \_\_\_\_\_

What are their credit limits? \_\_\_\_\_

Do they pay within terms? \_\_\_\_\_

Are they a good customer? \_\_\_\_\_

Thank you for your prompt attention to this matter.

Regards,  
Sean Pilla

RCG America  
24624 North Interstate 45, Suite 200  
Spring, TX 77386

Phone: (281) 362-2801

Fax: (724) 626-0801